

**ANNUAL REPORT**  
*of the*  
**OFFICERS, BOARDS**  
*and*  
**COMMITTEES**  
*of the*  
**TOWN OF MERRIMAC**  
**MASSACHUSETTS**

*For the Fiscal Year Ending June 30, 2018*





**IN MEMORY OF THOSE  
WHO HAVE HELD PUBLIC OFFICE**

**In the  
TOWN OF MERRIMAC**



Geraldine Wallace  
Treasurer

Lois Spencer  
Merrimac Fire Department Couplings, Santa Parade Committee  
Light and Water Department

David Grant  
Historical Commission

Rachel Adams  
Police Matron, Crossing Guard

Gertrude Mackenzie  
Town Accountant



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## DIRECTORY OF ELECTED OFFICERS

### **Moderator – One Year**

Robert Bender ..... Term Expires 2019

### **Board of Selectmen – Three Years**

Carol A. Traynor ..... Term Expires 2019

Ralph Spencer ..... Term Expires 2021

Joel D. Breen ..... Term Expires 2020

### **Board of Assessors – Three Years**

Louise Lingerman ..... Term Expires 2019

William Pollman ..... Term Expires 2020

Edward R. Davis, Chairman ..... Term Expires 2021

### **Planning Board – Five Years**

Dennis Brodie ..... Term Expires 2021

Arthur Amirault ..... Term Expires 2022

Keith Pollman ..... Term Expires 2023

Sandy Venner, Chairperson ..... Term Expires 2019

Karol Flannery ..... Term Expires 2020

Patricia True, Secretary

### **Constables – Three Years**

Arthur Evans ..... Term Expires 2019

Keith Pollman ..... Term Expires 2019

Raymond Felice ..... Term Expires 2019

### **Town Clerk – Three Years**

Gwendolyn Lay Sabbagh ..... Term Expires 2019

### **Board of Health – Three Years**

Jason D. Sargent, Chairperson ..... Term Expires 2019

Christine Berube ..... Term Expires 2020

Matthew Kirk ..... Term Expires 2021

### **School Committee – Three Years**

Joanna Blanchard ..... Term Expires 2019

William Buell ..... Term Expires 2020

Wayne Adams ..... Term Expires 2021

### Library Trustees – Three Years

Jeffrey W. Hoyt .....	Term Expires 2019
Susan Kern .....	Term Expires 2019
Yvonne Cosgrove .....	Term Expires 2020
Constance Haberkern .....	Term Expires 2020
Susan M. Coburn .....	Term Expires 2021
Jennifer Brown .....	Term Expires 2021

### Municipal Light Commissioners – Three Years

Larry Fisher .....	Term Expires 2019
Norman R. Denault .....	Term Expires 2020
Paula Hamel .....	Term Expires 2021

### Cemetery Trustees – Three Years

Tom Barry .....	Term Expires 2019
Linda Daneau .....	Term Expires 2020
Barbara Farquhar .....	Term Expires 2021

### Merrimac Housing Authority – Five Years

Arthur Evans .....	Term Expires 2021
Dianne Prunier .....	Term Expires 2022
Candie Benjamin .....	Term Expires 2023
Henry A. Beadoin.....	Term Expires 2019
Richard Emery, State Appointee .....	Term Expires 2021



## DIRECTORY OF APPOINTED OFFICERS

### Finance Committee

James Archibald, Co-Chairman  
Christine Berube  
Tracy Grazio  
Jason Pechillis

Marcia Zosack  
Andrew Bowie  
Mike Marden

### Board of Appeals

Arthur Amirault  
Earl Baumgardner, Chairman  
Mitch Kostoulakos

Edward Mills  
Joshua Jackson  
Kathleen Marshall, Secretary

### Conservation Commission

Robert Prokop, Chairman  
Jon Pearson  
Arthur Yarranton  
Jerome Mathieu

Dennis Hogan  
Janet Terry  
Jay Smith, Agent  
Gregory Hochmuth

### Building Inspector

Robert Sinibaldi

### Local Inspector

Denis Nadeau

### Plumbing & Gas Inspector

Ronald Caruso

### Wiring Inspector

William Nutter

### Department of Public Works

Robert Sinibaldi

### Highway Department

Tom Barry, Foreman

### Fire Department

Larry Fisher, Chief

### Board of Registrars

Gwendolyn Lay

Barbara Arbour

Michelle Barry

### Town Counsel

KP Law

### Town Accountant

Anne O. Jim

### Finance Director & Treasurer

Carol A. McLeod

**Tax Collector**

Michelle Barry

**Selectmen's Executive Assistant**

Jennifer Penney

**Cable Access Director**

Carol Traynor

**Rent Control Board**

Arthur Evans

Sandy Venner

**Animal Care & Control Officer**

Gregory Pickering

**Cultural Council**

Gillian Hosman

Carole Sokolowski

Courtney Breen

Alex Cain

David Cressman

Eleanor Hope McCarthy

Julia Bethmann

Christian Corkery

Richard Olsen

**Director of Veterans' Services**

Kevin Hunt

**Associate Director of Veterans' Services**

Jeremiah Murphy

**Historical Commission**

Jeffrey W. Hoyt, Chairman

Carl Walden

Yvonne D. Cosgrove

**Council on Aging**

Laura Dillingham-Mailman, Director

Colleen Ranshaw-Fiorello, Chairwoman

Candie Benjamin

Nancy Bachelder, Food Pantry Coordinator

David Dutton

Dorothy Lumsden

James Murphy

David Vance

Betty Elliot

Maryann Mikson

**Emergency Management Director**

Larry Fisher, Chief

**Open Space Committee**

Carrie Rennie, Chair

Mal Briggie

Kathleen Milstein

Dawn Ackerman

Sandra Venner

Susan Simmons

**Parks and Recreation**

Daniel Blair

**Town Nurse**

Charlotte Eileen Stepanian

**Capital Planning Committee**

Janet Bruno, Chairman

Sandra Venner

Michael Marden, Finance Committee Rep.

Ricky J. Pinciaro

David Cressman

Carol Traynor, Selectmen's Rep.

**Affordable Housing Board of Trustees**

Sandra Venner, Chairperson

Laura Dillingham-Mailman

Phillip Parry

Dawne Young

Colleen Ranshaw-Fiorello

Carol Traynor, Selectmen's Rep.

**Playground Committee**

Laura Costigan

Rachel Judkins

Kendra Blitz

Kathleen Philp

Danielle Grimes

**Public Safety Building Committee**

Police Chief Eric Shears

Chris Gaudet

Mark Tocci

Laura Mailman

Yvonne Bednarz

Fire Chief Larry Fisher

Carol McLeod

Robert Sinibaldi

Ricky Pinciaro

**School Building Committee**

Carol McLeod

Joel D. Breen

Gregory Towson

**Merrimack Valley Transit Authority Designee**

Len Bachelder

The Board of Selectmen would like to thank all those who have served the town this past year, especially the ones who have retired or moved on.

**2018**  
**TOWN OF MERRIMAC RETIREES**

Thank you for your dedicated service to the Town of Merrimac.

Ralph W. Spencer  
Fire Chief  
34 Years

Julie Hart  
Light Department  
26 Years

Deborah J. Bonin  
Library  
10 Years

We wish you the best in your retirement!

# **ANNUAL REPORT OF THE MERRIMAC BOARD OF SELECTMEN**

**For the year ending 2018**

Dear Residents of Merrimac,

The fiscal year 2018 was a year of continued development, leadership transitions and an a seemingly significant increase in citizen engagement in town projects.

The town saw a transition in leadership at the Fire Department with the retirement of long time chief Ralph Spencer, who was succeeded by long time captain, Larry Fisher. Chief Spencer worked tirelessly to ensure the residents of Merrimac and its surrounding towns were protected and supported. He left an undeniable impact on Merrimac and has left a legacy of dedication and commitment to Merrimac and its residents. We thank Chief Spencer for his service and look forward to Chief Fisher's guidance and leadership in the coming years.

We continue to work to complete cleanup of the former Coastal Metals site. Once completed, North Shore Development Coalition will begin construction on a proposed 30-unit friendly 40B project, one of 2 such projects here in town. The other proposed project is being planned for the High Street area and the developer BTLR, LLC continues to push forward in the process with the town, and the State to bring much needed affordable housing to the area.

Another storied project in town hit some challenges, but through cooperation between various town boards and engaged citizens the Locust Street playground has identified a path forward to bring the playground into ADA compliance and mitigate risk to the town. Once completed this summer, the children of Merrimac will have a safe and accessible playground to enjoy.

A new medical marijuana facility, managed by Be Well Organics, has broken ground on Broad Street and is expected to open for operations in the Fall of 2019. This new facility should bring much needed revenue to town. Be Well's management has worked closely with public safety officials and the town to properly plan for and address any potential challenges or opportunities before they begin operations.

As you are aware after more than 5 years of research, planning, hard work and dedication the anticipated school project is just about here. This much needed project will address the imminent failure of the High School infrastructure and the decaying middle school by building a combined middle/high school building. The 3 towns of the Pentucket Regional School District, the School Committee, the School Building Committee, the State and countless citizens have worked to deliver a cost effective and efficient state of the art building that will support our children for decades to come.

Finally, in terms of construction projects, the new police station that was approved has gone through the bid process and construction and site development will begin in earnest this summer. This project will address the much needed building and infrastructure issues facing the existing police building. We cannot forget that the Fire Department and the Department of Public Works will need new buildings in the future, and it will be important to plan as the current building is past physical and economic life and continues to fall apart around those that put their lives on the line to keep us all safe.

The Town is committed to continue to work to address the needs of our increasing senior population in terms of services provided and access to needed resources. Continued development will help support these efforts; however, we will need to identify additional revenue streams if we are to be able to support the needs of the town, its citizens and our future. The town has an ever aging infrastructure which will need to be addressed in the coming years.

This year Carol Traynor will step down from the BOS, having completed the last 2 years Hal Lloyd's term. Carol has been a dedicated public servant, who in my experience has always had the best interests of Merrimac at heart. I am sure you join me in thanking Carol for her continued and unending support and dedication to Merrimac. Additionally, Chief Ralph Spencer ran for and won the seat vacated by former Chairman Andrew Connor. While Andrew moving on was a loss of a much-needed voice in our town, Chief Spencer has been a welcome addition to the board.

Merrimac is a community that continues to focus and deliver on small town values and cares deeply for our friends and neighbors. It is important that we continue to foster those values while also focusing on the needed evolution of our town, through development and growth. I am excited to continue to work with the dedicated employees, various Board members, and the countless volunteers who dedicate their time and efforts to betterment of the town. I would encourage all our citizens to seek out the various opportunities to help serve the town. Whether it be on a Board, at the Senior Center or any number of available opportunities. Our town is better when we work together.

Respectfully Submitted,  
Joel Breen, Chairman  
Ralph Spencer, Clerk  
Carol Traynor, Member



Larry S. Fisher  
*Fire Chief*

## MERRIMAC FIRE & EMERGENCY MANAGEMENT

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To: The Honorable Board of Selectmen & The Citizens of the Town of Merrimac, Massachusetts;

I am honored to be writing my first report to you as Fire Chief & Emergency Management Director for the Town of Merrimac. As the first Chief to go through an interview and evaluation process, I am humbled with this opportunity. I am fortunate to be supported by our EMS Coordinator, Deputy Gregory Habgood and newly appointed, Deputy Michael Sloban. I was also to have my Administrative Assistant Shelley Fusco to keep the office running smooth during my transition.

This past year, our Fire Fighter's and EMT's continued to strive to do their best to provide a high quality service for our Community. Their dedication to provide services as a primarily on-call force is pretty amazing considering the challenges that we all face with job and family commitments. I would like to take this time to thank each and every one of them for their service.

In 2018, our Fire Department responded to 961 total calls. Of those calls, the Ambulance transported 431 times to area hospitals.

The Lucas device, a device that was provided to our department through fundraising efforts, is a unit that is used to preform compressions during CPR. We were able to use this unit twice this pass year. During its use, it allowed us to revive two patients. We would like to once again thank the businesses and community members that helped make this purchase possible.

We added three new EMT's and one fire fighter to our team this past year. This is a very demanding job; we are almost always looking for individuals that possess these skill sets or that are willing to put the time in to learn them. Overall 24 of our 42 members are now EMT's. They attend monthly training and work per diem shifts during the day to cover our ambulance.

Our Fire Fighters, (40 of the 42 members) also continue to raise their level of training and knowledge. They participate in regular trainings and online classes. We have more people trained in Basic Fire Prevention now than ever in the history of our department.

We also had a graduate of the Fire Academy this year, Lisa Eichel completed her FF 1/2 training. She is currently enrolled and working toward her Associates degree in Fire Sciences.

We had a team of eight (8) EMT's and FF's participate in an Active Shooter training class along with other area Police and Fire Departments. We were put into roles in different scenarios that put us into challenging situations. Police and Fire working together as a TEAM to better prepare and protect our citizens. An unfortunate but necessary training these days. In the later part of this fiscal year, the Commonwealth of Massachusetts rolled out the new OSHA regulations that would become Law in Massachusetts in early 2019. We started reviewing them and laying out an early plan to start an implementation process.

I would be at a loss without this next group of people that support the members of our department, The Couplings. This group is made up of members that raise money to feed us during events, buy tools that we need and sponsor spaghetti dinners. They also bring "Cookies with Santa" to the Fire Station each December. They are true volunteers for a cause. This year, this event caught the eye of the Nation's Capital, yes, Washington D.C. I received a call from the Washington D.C. Fire Department looking to hold a similar event in their stations. A great example of small town values winning. Great job ladies!

The success of our Emergency Management Team is possible because of Deputy Director Steve Brown, Sr. He has been preparing our people and community for many years. His help during the transitional process was greatly appreciated by me. I am lucky to have his knowledge and passion for the job on our team. We were also able to add some experience to our

team this year with the addition of several new volunteers. Some come to us as seasoned professionals in the emergency management field the others jumped right in and obtained the necessary training.

I would like to thank the Board of Selectmen for their trust and support. Their confidence in me is not taken lightly. I would also like to thank all the other department heads and their staff for their support, whether during daily operations, storms and/or emergencies.

Finally, I would like to thank you, our citizens. Your support for the men and women of the Fire Department is incredibly important and much appreciated. We thank you for helping us to have the tools we need to help you in a safe but productive manner.

Respectfully submitted,

Larry S. Fisher  
Fire Chief



# Merrimac Fire Department

2018

**Larry S. Fisher \***  
**Fire Chief / EMD**

**Gregory Habgood \*\***  
Deputy Chief

**Shelley Fusco**  
Administrative Assist.

**Michael Sloban**  
Deputy Chief

**James David**  
Captain

**Lester Smith**  
Captain

**Mark Soucy \***  
Captain

Harry Ellis ** Lt.	Robert Judson Jr Lt.	Timothy Bean Lt.	James Sevigny Lt.	Shane Sevigny ** Lt.
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Zachary Brickett *	Robert Heusser *	Nicholas Putnam **
Molly Brown	William Howard *	Dennis Reilly
Steven Brown, Jr.	Thomas Jordan	Craig Richard
Steven Brown Sr. *	Mark Judson	Jacklyn Sarette *
Andrew Connor **	Robert Judson, Sr.	Keith Sherman *
Robert Cook *	Robert Loring **	David Sherwood **
Brandon Cox	Matthew McGoldrick *	Chris Stiles *
Lisa Eichel *	Justin Mercier **	Gary Tuck *
Jay Fournier	Patrick Noone	
Katherine Gioia *	Kara Percival *	
Michael Gioia	Candace Peltier *	

➤ \* Denotes EMT-B      \*\* Denotes EMT-P

## **Merrimac Fire Department Couplings**

**Judy David**  
**Chief**

**Kathy Judson**  
Captain

**Carolyn Kelly**  
Treasurer

**Julia Fisher**  
Secretary

Skye Augustonovich	Pat Jordan	Jennifer Sevigny
Nancy Bachelder	Jeanne Judson	Betty Sloban
Donna Berard	Marilyn Judson	Nicole Smith
Deanne Daneau	Ellen Miracle	Sally Smith
Betty Elliott	Sandy Noone	Ellen Soucy
Maria Hansen	Albert Peavey	

## **MERRIMAC EMERGENCY MANAGEMENT 2018**

### Personnel Roster

Emergency Management Director	Larry S. Fisher
Emergency Management Deputy Director	Steven Brown, Sr.
Municipal Official	Ralph Spencer
Police Department Representative	Eric M. Shears
Radiological Officers	Edward Syvinski Leslie Ellery Bridget Burke Greg McLean
Transportation Coordinators	Keith Sherman Rich Merrill
Communications Personnel	Kathy Spencer Ann Brown
Staging Area Personnel	Guy Otari
Special Needs Notifier	Rebecca Armstrong
Fire Department Representative	Greg Habgood
DPW Representative	Robert Sinibaldi Thomas Barry
EOC Administrative Personnel	Molly Brown
Police Dispatchers	Mark Sayers Jacob Wallace
Traffic Management & Municipal Security	Michael McGrath Sgt. David J. Vance

**Merrimac Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {01/01/2018} And {12/31/2018}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>1 Fire</b>				
100 Fire, Other	2	0.20%	\$0	0.00%
111 Building fire	8	0.83%	\$0	0.00%
113 Cooking fire, confined to container	7	0.72%	\$10	0.08%
131 Passenger vehicle fire	6	0.62%	\$10,150	83.47%
138 Off-road vehicle or heavy equipment fire	1	0.10%	\$0	0.00%
140 Natural vegetation fire, Other	2	0.20%	\$0	0.00%
141 Forest, woods or wildland fire	1	0.10%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	6	0.62%	\$0	0.00%
143 Grass fire	2	0.20%	\$0	0.00%
151 Outside rubbish, trash or waste fire	2	0.20%	\$0	0.00%
153 Construction or demolition landfill fire	1	0.10%	\$0	0.00%
	<b>38</b>	<b>3.95%</b>	<b>\$10,160</b>	<b>83.55%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no	3	0.31%	\$0	0.00%
	<b>3</b>	<b>0.31%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	1	0.10%	\$0	0.00%
	2	0.20%	\$0	0.00%
311 Medical assist, assist EMS crew	4	0.41%	\$0	0.00%
321 EMS call, excluding vehicle accident with	487	50.67%	\$0	0.00%
3213 EMS call, excluding MVA - Blood Glucose	1	0.10%	\$0	0.00%
3215 EMS call, excluding MVA - other medical	7	0.72%	\$0	0.00%
322 Motor vehicle accident with injuries	17	1.76%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.20%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	41	4.26%	\$0	0.00%
3241 Lift assist only	30	3.12%	\$0	0.00%
	<b>592</b>	<b>61.60%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	1	0.10%	\$0	0.00%
410 Combustible/flammable gas/liquid condition,	1	0.10%	\$0	0.00%
411 Gasoline or other flammable liquid spill	2	0.20%	\$0	0.00%
412 Gas leak (natural gas or LPG)	18	1.87%	\$0	0.00%
424 Carbon monoxide incident	4	0.41%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.10%	\$0	0.00%
441 Heat from short circuit (wiring),	3	0.31%	\$0	0.00%
442 Overheated motor	2	0.20%	\$0	0.00%
444 Power line down	15	1.56%	\$0	0.00%

**Merrimac Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {01/01/2018} And {12/31/2018}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>4 Hazardous Condition (No Fire)</b>				
445 Arcing, shorted electrical equipment	2	0.20%	\$2,000	16.44%
	<b>49</b>	<b>5.09%</b>	<b>\$2,000</b>	<b>16.44%</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.10%	\$0	0.00%
510 Person in distress, Other	1	0.10%	\$0	0.00%
511 Lock-out	18	1.87%	\$0	0.00%
521 Water evacuation	2	0.20%	\$0	0.00%
522 Water or steam leak	3	0.31%	\$0	0.00%
531 Smoke or odor removal	3	0.31%	\$0	0.00%
541 Animal problem	1	0.10%	\$0	0.00%
550 Public service assistance, Other	7	0.72%	\$0	0.00%
551 Assist police or other governmental agency	4	0.41%	\$0	0.00%
553 Public service	7	0.72%	\$0	0.00%
554 Assist invalid	5	0.52%	\$0	0.00%
555 Defective elevator, no occupants	2	0.20%	\$0	0.00%
561 Unauthorized burning	4	0.41%	\$0	0.00%
571 Cover assignment, standby, moveup	22	2.28%	\$0	0.00%
	<b>80</b>	<b>8.32%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	4	0.41%	\$0	0.00%
611 Dispatched & cancelled en route	57	5.93%	\$0	0.00%
622 No Incident found on arrival at dispatch	14	1.45%	\$0	0.00%
651 Smoke scare, odor of smoke	2	0.20%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be	2	0.20%	\$0	0.00%
653 Smoke from barbecue, tar kettle	1	0.10%	\$0	0.00%
671 HazMat release investigation w/no HazMat	5	0.52%	\$0	0.00%
	<b>85</b>	<b>8.84%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	17	1.76%	\$0	0.00%
730 System malfunction, Other	3	0.31%	\$0	0.00%
731 Sprinkler activation due to malfunction	1	0.10%	\$0	0.00%
733 Smoke detector activation due to	28	2.91%	\$0	0.00%
734 Heat detector activation due to malfunction	2	0.20%	\$0	0.00%
735 Alarm system sounded due to malfunction	11	1.14%	\$0	0.00%
736 CO detector activation due to malfunction	14	1.45%	\$0	0.00%
743 Smoke detector activation, no fire -	10	1.04%	\$0	0.00%
744 Detector activation, no fire -	1	0.10%	\$0	0.00%

Merrimac Fire Department

Incident Type Report (Summary)

Alarm Date Between {01/01/2018} And {12/31/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>7 False Alarm &amp; False Call</b>				
745 Alarm system activation, no fire -	9	0.93%	\$0	0.00%
	<u>96</u>	<u>9.98%</u>	<u>\$0</u>	<u>0.00%</u>
<b>8 Severe Weather &amp; Natural Disaster</b>				
800 Severe weather or natural disaster, Other	3	0.31%	\$0	0.00%
813 Wind storm, tornado/hurricane assessment	11	1.14%	\$0	0.00%
815 Severe weather or natural disaster standby	2	0.20%	\$0	0.00%
	<u>16</u>	<u>1.66%</u>	<u>\$0</u>	<u>0.00%</u>
<b>9 Special Incident Type</b>				
911 Citizen complaint	2	0.20%	\$0	0.00%
	<u>2</u>	<u>0.20%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 961

Total Est Loss:

\$12,160

# Merrimac Fire Department

## Monthly Incident Counts By Station

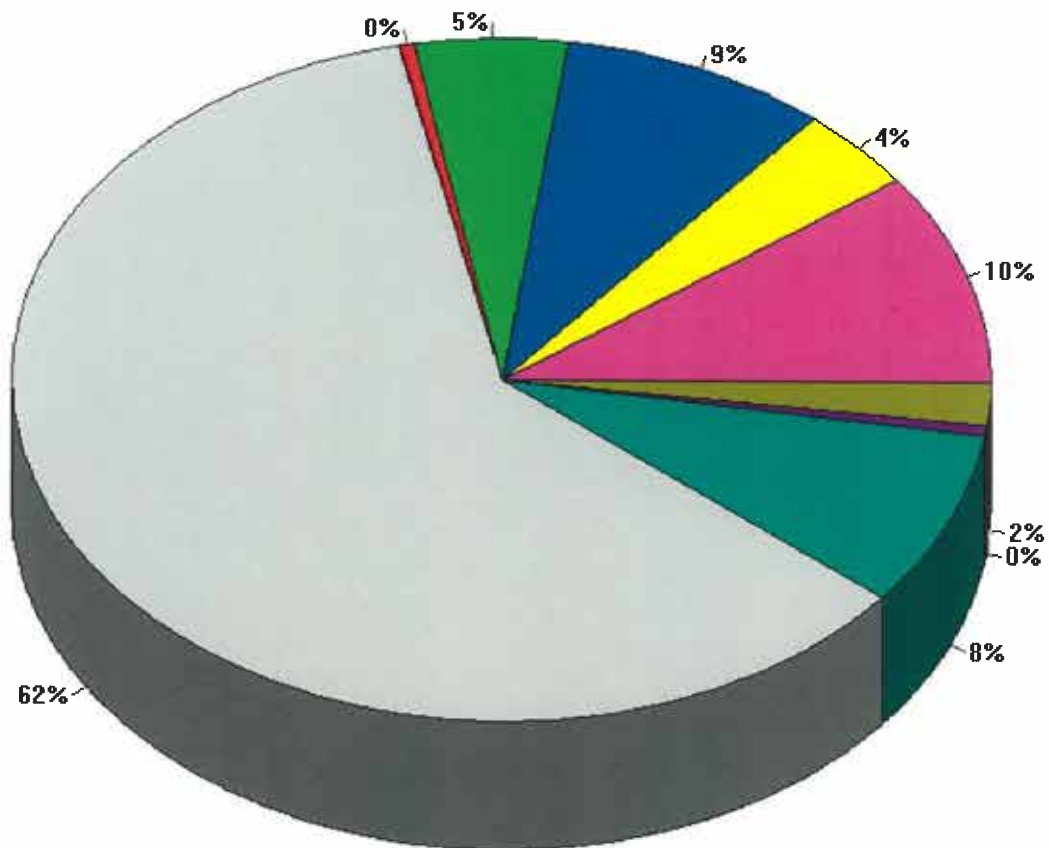
Alarm Date Between {01/01/2018} And {12/31/2018}

Station #	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
01	104	69	123	74	53	62	97	77	73	98	63	68	961	100.00%

Total Runs by Month											
Jan	104	Feb	69	Mar	123	Apr	74	May	53	Jun	62
Jul	97	Aug	77	Sep	73	Oct	98	Nov	63	Dec	68

Grand Total Runs: 961

Incident Type Summary  
Alarm Date Between {01/01/2018} And {12/31/2018}



False Alarm & False Call	Good Intent Call	Overpressure Rupture, Explosion, Overheat(no fire)	Service Call	Weather-Related
Fire	Hazardous Condition (No Fire)	Rescue & Emergency Medical Service Incident	Special Incident Type	



Eric M. Shears  
*Chief of Police*

## MERRIMAC POLICE DEPARTMENT



16 East Main Street  
Merrimac, Massachusetts 01860

Tel: 978-346-8321  
Fax: 978-346-0592

### REPORT OF THE CHIEF OF POLICE 2018

To: The Honorable Board of Selectmen and the Citizens of the Town of Merrimac, Massachusetts;

The Merrimac Police Department is committed to providing quality police services to this community. I am very proud of my staff. They are well-trained, hard-working and dedicated to the citizens of Merrimac.

The men and women of this department are putting forth tremendous efforts to keep up with an increased workload, many times, as the sole officer responding. This presents a risk to both the officer and our community. When looking at comparably sized communities, even those without a major highway running through, we are understaffed and will need to address this issue in the next several budget years.

As you know, the Town approved the borrowing of 6.5 million dollars to design and build a new police headquarters. We have hired an NV5 as our Owner's Project Manager and The Carell Group, Inc. as our architect. The project is being reviewed by the Planning Board, the Zoning Board of Appeals and the Conservation Committee. A building permit will follow upon the approval of the above mentioned boards. The project contract will get awarded and we will hopefully begin construction in the spring of 2019. Thank you for the support at the last Town Meeting and at the election.

I am pleased to report that we have responded to fewer opiate overdoses than we did in 2017. To put this in perspective, here are some interesting statistics regarding opiate overdoses in Merrimac.

- In 2017, we responded to eighteen (18) opiate overdoses.
- In 2018, we responded to five (5) opiate overdoses.

We would like to thank our residents, the Board of Selectmen, the Finance Committee, Capital Planning and the entire staff at town hall for their continued support. We are also

Thankful for the public safety partnerships we enjoy with our Fire Department, Emergency Management, Department of Public Works, Light Department and the Pentucket Regional School District. Working together, we continue to provide for the safety and security of our "little" town.

It is truly a pleasure to serve as the Chief of Police in Merrimac. The men and women of the Merrimac Police Department remain dedicated to our community.

Respectfully submitted,

Eric M. Shears  
Chief of Police



# Merrimac Police Department

## 2018

**Eric M. Shears**  
Chief of Police

**Richard P. Holcroft**  
Operations /  
Investigations Sergeant

**Jennifer Sforza**  
Administrative  
Assistant

**David J. Vance**  
Operations /  
Investigations Sergeant

### ***Patrolmen***

**Stephen A. Ringuette**  
Patrolman

**Jeffrey D. Boisvert**  
Patrolman

**Robert F. Coppola**  
Patrolman

**Stephen E. Beaulieu**  
Patrolman

**Gina A. Bertelli**  
Patrolman

### ***Reserve Officers***

**Michael R. McGrath**  
Reserve Officer

**Mark E. Sayers**  
Reserve Officer

**Adam E. White**  
Reserve Officer

**David Rosquete**  
Reserve Officer

**Scott LaValley**  
Reserve Officer

**Anthony Harris**  
Reserve Officer

**Paul Arnold**  
Reserve Officer

**Brett Remon**  
Reserve Officer

**Jonathan Hewey**  
Reserve Officer

**Al Pesci**  
Reserve Officer

**Stephen M.  
Ringuette**  
Special Officer

**Michael A. D'Angelo**  
Special Officer

### ***Police & Fire Signal Operators***

**Mark E. Sayers**  
Dispatcher

**Kathy A. Spencer**  
Dispatcher

**James Stoner**  
Dispatcher

**Tara Bernard**  
Dispatcher

### ***Part-Time Police & Fire Signal Operators***

**Tenley Goodwin**  
Reserve Dispatcher

**Joelle Mather**  
Reserve Dispatcher

**Katelyn Drago**  
Reserve Dispatcher

**Jonathan Hewey**  
Reserve Dispatcher

**Joseph Brent**  
Reserve Dispatcher

**Jacob Wallace**  
Reserve Dispatcher

**Matthew Walsh**  
Reserve Dispatcher

**Rebecca Armstrong**  
Reserve Dispatcher

**Anne Brown**  
Reserve Dispatcher

<b>2018 Calls by Dispatch Reason</b>			
Intelligence	49	Welfare Check	90
Rape / Sexual Assault	0	Officer Wanted	403
Robbery (Unarmed)	0	Officer Wanted / Detail	128
Assault & Battery	1	Prisoner Transport	9
B & E (Attempted)	2	Assist Citizen	445
B&E Building	8	Assist Citizen/ Lock Out	40
B&E Boat	1	Assist Citizen / Transport	5
B&E Motor Vehicle	11	Building Check	6445
Larceny / Personal Property	8	Message Delivery	12
Larceny by Check	2	Animal Incident (ACO)	222
Larceny of Motor Vehicle	2	Assist Municipal Agencies	185
Kidnapping (Parental)	0	Utility Alarm / Emergency	146
Assault (Threats / No Battery)	0	Medical Emergency	496
Forgery & Counterfeiting	2	Mental Health Emergency	16
Stalking	2	Intoxicated Person	6
Vandalism Complaint	6	FIRE ALARM - Street Box	29
Weapons Violation	0	FIRE ALARM - Brush Fire	7
Sex Offenses	1	FIRE ALARM - Car Fire	4
Drug Law Violations	1	FIRE ALARM - Structure Fire	2
Gaming Law Violation	1	FIRE ALARM - Investigation	144
Offenses Against Family/Child	2	FIRE ALARM - Mutual Aid	45
Intoxicated Driver Complaint	4	Burglar Alarm	131
Disorderly Conduct	10	Confer with other PD	1
209A Violation	2	Assist Other Police Department	155
209A Order Received	6	Motor Vehicle Stop	2229
Officer Investigation	111	Motor Vehicle Listing	30
Warrant Arrest	13	Parking Violation	91
Larceny of a Bicycle	1	RADAR Assignment	802
General Offenses	16	Motor Vehicle Complaint (Speed)	67
Trespass Complaint	6	Motor Vehicle Accidents	127
Civil Complaint	15	Traffic Control	233
Juvenile Offense	1	Abandoned MV Complaint	5
Recoverd Stolen MV	1	Disabled MV Complaint	158
Missing Person	4	Car Seat Assist	12
Lost / Found Property	96	Assist Schools	120
Disturbance (General)	15	Community Policing	58
Domestic Disturbance	44	Inter - Department Services	5
Disturbance (School)	0	Court (On Duty)	49
Disturbance (Group)	7	911 Calls -Abandoned, Hangup, Silent, Wrong	97
Hazard / Youths in Street	100	Servicing Cruiser	709
Disturbance (Noise)	50	Community Service	0
Annoying Harassing Phone Calls	37	Radio Communications Maint.	0
Suspicious Activity	170	Pursuit (MV or Foot)	1
Boating Complaint	2	Service of Legal Process	56
ATV / Dirt bike Complaint	2		
General Services	697	TOTAL	15527
General Services/ Directions	3		

## **ADULT ARRESTS**

Male Arrests .....	37
Female Arrests .....	22

## **JUVENILE ARRESTS**

Male Juvenile Arrests.....	0
Female Juvenile Arrests .....	0

## **PROTECTIVE CUSTODY**

Male PC .....	2
Female PC .....	3

## **CRIMINAL COMPLAINT APPLICATIONS**

Various Criminal Offenses .....	76
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## **TRAFFIC ENFORCEMENT**

Total Motor Vehicle Stops.....	2229
Verbal Warnings .....	1630
Written Warnings .....	282
Civil Citations .....	65
Criminal Complaints .....	117



## MERRIMAC DEPARTMENT OF VETERANS' SERVICES

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Kevin Hunt, Director • Telephone: 978 388-8136 • Email: [veterans@cityofnewburyport.com](mailto:veterans@cityofnewburyport.com)

TOWN OF MERRIMAC  
OFFICE OF THE BOARD OF SELECTMEN  
MERRIMAC, MA 01860

What follows is the annual report from The Department of Veterans' Services.

### **COMMONWEALTH OF MASSACHUSETTS CHAPTER 115 BENEFITS:**

This department was able to assist veterans or family members this past year under M.G.L. Chapter 115. This is emergency financial assistance provided to financially qualified veterans or their surviving spouses. Any money expended to these veterans under Chapter 115 is returned to the Town by the State at the rate of \$.75 to the dollar expended. In 2018/19, approximately \$85,000 was expended to eligible veterans and their families, of which \$63,750 will be returned to the Town.

### **VETERANS DAY:**

Thanks to the efforts of Commander Roger Clark, the members of Post 134 of the American Legion, and The Merrimac Council On Aging, Veterans Day was commemorated on Monday, November 12, 2018 with a sit-down meal and the spirit of patriotism.

### **MEMORIAL DAY FLAGS:**

Again, thanks to the efforts of Commander Clark and the members of Post 134 of the American Legion, veterans' graves and memorials were appropriately decorated with American Flags by May 27th, Memorial Day.

### **VA COMPENSATION AND PENSIONS:**

This department continues to assist and secure various VA benefits -- service connected and non-service connected -- disability compensations and pensions. Last year, the Federal Department of Veterans' Affairs distributed nearly \$700,000 to Merrimac veterans and/or their surviving spouses as compensation or pension. The Veterans' Office assists veterans in applying for these benefits. The Town of Merrimac does not have to pay anything to receive these funds, much of which is spent within the Town.

### **VA HEALTH CARE:**

This department assisted and secured various VA medical benefits for service and non-service connected veterans. These medical benefits included short and long-term medical treatments at the VA satellite Clinic in Haverhill and VA Hospitals in the surrounding area.

### **SOCIAL SECURITY :**

This department continues to assist and refer veterans seeking benefits from Social Security.

Respectfully submitted,

Kevin Hunt  
Director of Veterans' Services  
Town of Merrimac

Jeremiah Murphy  
Associate Director  
Town of Merrimac

**DISTRICT ADMINISTRATIVE OFFICES**  
**22 Main Street**  
**West Newbury, MA 01985**  
**Telephone (978) 363-2280**  
**Fax (978) 363-1165**

Dr. Jeffrey J. Mulqueen  
Superintendent of Schools

Greg Labrecque  
Business Manager

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The Merrimac Annual Report of the School Department activities for FY18 has been developed by the Principal of the Helen R. Donaghue School, Frederick N. Sweetsir School, Pentucket Regional Middle School and Pentucket Regional High School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Andy Murphy, Chairwoman  
Wayne Adams, Vice Chairman  
Lisa O'Connor  
Bill Buell  
Joanna Blanchard  
Christine Reading  
Dick Hodges  
Dena Trotta  
Emily Dwyer

# **PENTUCKET REGIONAL SCHOOL DISTRICT , MERRIMAC SCHOOL ANNUAL REPORT 2018 - 2019 SCHOOL YEAR**

## **General Overview**

The 2018 - 2019 school year represents a new era in the Pentucket Regional School District. July, 2018 brought us our new leader, Dr. Justin Bartholomew. With deep roots in the district, having grown up in Groveland and having attended Pentucket Regional School District, Dr. B. brings to our district a passion for our schools, for our towns, for our families, and, most importantly, our students. Under Dr. B's leadership, the Merrimac School will continue to operate as a philosophical consolidation of the two schools in Merrimac while maintaining our two campus structure. During the late spring/early summer of 2018, the Merrimac School achieved a great milestone - we became an official International Baccalaureate Primary Years Programme World School. This was the result of four years of hard work implementing the PYP framework within our schools.

The Merrimac School, located across two campuses, provide a comprehensive education to students in Pre-Kindergarten through Grade 6. The F. N. Sweetsir School, located at 104 Church St, houses our PreK-Grade 2 programming and has a current enrollment of 231 students. The H.R. Donaghue School, located at 24 Union St., houses our Grade 3 - Grade 6 programming and has a current enrollment of 235 St. The total student population of the Merrimac School is currently approximately 465 students.

## **Curriculum, Instruction, and Assessment**

### *International Baccalaureate Primary Years Programme*

- The IB PYP is an internationally recognized instructional framework offered at just over 1500 schools across more than 100 countries. The PYP was originally designed to provide a continuous education to students who were internationally mobile but has become a prominent instructional framework to promote instructional excellence in the public schools of the United States. Prior to May, 2018, there were only 3 authorized IBPYP schools in the state of Massachusetts. On May, 25, 2018, the Merrimac School was granted its authorization after 4 years of dedicated work. Central to the mission of the IBPYP are its commitment to inquiry-based transdisciplinary learning and the development of an internationally minded global citizen.

### *Curriculum*

- For the 2018 - 2019 School Year, the Pentucket Regional School District has adopted the Units of Study program as a model for instruction in Literacy. The Units of Study program is an open sourced program created by a group of experts in Oakland County Michigan that explicitly align with the Common Core State Standards.
- In addition to the adoption of the Units of Study program for Literacy instruction, the Pentucket Regional School District has formally adopted the Eureka Math program as the foundational math learning in grades K - 6. While it's true that we have been piloting Eureka Math for the past 2 years, the district has now fully aligned the core math program across all 3 towns.
- Second Language Instruction is now fully embedded within the Merrimac School, starting with students in grade 2. Beginning in grade 2, all students in Merrimac will receive German language instruction through grade 6. You may be wondering why German - and the answer is quite simple. The district was committed to adding either a German teacher or a Spanish teacher, the two languages offered at the middle and high school. Through the interview process, and after there was virtually candidates for a Spanish teacher, we identified our German teacher as being the right fit for the job.

### *Instruction*

- The majority of our instruction at the Merrimac School is delivered through the IB PYP framework. This framework takes existing curriculum and standards and arranges it into 6 themes for transdisciplinary learning. Students blend science with social studies and the English Language Arts to ensure that learning connections are made throughout their day. Learning is conducted through a constructivist, or inquiry-based, design that encourages students to ask questions, challenge themselves to find answers and construct meaning for themselves.

- While literacy is embedded within each unit, we also ensure that the foundational skills of phonemic awareness, phonics, are also embedded within our instructional design. Our
- literacy instruction is focused in a 90 minute block during the school day where students receive targeted, tiered supports to ensure they are provided all of the instruction they need to meet their potential. During this literacy block, students receive direct, targeted small group instruction, have opportunities to practice different literacy skills, and they get to read independently.
- Math instruction occurs predominantly outside of the structures of the PYP Framework. Using the state standards as the foundation of learning, our children are trained to develop their math thinking while practicing the basic numeracy that we all learned as students. Today's math, while difficult for the parents, is quite good for developing a mathematical thinker.
- Teachers embed, throughout their instruction, methods of assessment that help measure student growth and development across the disciplines. As a result of years of assessment evolution, it has come time to develop a new report card for the elementary schools. Our elementary school teachers and leadership have begun working together to develop a new report card that is reflective of the learning environment we are seeing with greater frequency - one that is rigorous, standards-based, and focused on learning.
- This year, the Merrimac School will take part in the 3rd administration of the MCAS 2.0. While our results in 2018 were not what we know we will see, there were areas of great hope and enthusiasm.

### *Professional Development*

- As noted above, there have been a number of changes made to the core instructional programming at the elementary level of the Pentucket Regional School District. As such, the majority of our professional learning has focused on developing the skills, knowledge and strategies necessary to implement these new programs with great efficacy.

### **Community Engagement**

- We continue to have a tremendous relationship with our local police department and our local fire department. Each department has supported our efforts to create and maintain a safe and healthy school environment for our students. We continue to look forward to building upon this partnership
- The Merrimac School Parent Teacher Organization has really worked hard to provide funding, equipment, and opportunities to our school and our students. This past year, the PTO was able to donate 45 Chromebooks to our schools. In addition, they were able to donate a number of other devices, including smartboards, projectors, classroom learning resources, and recess play equipment. Most importantly, however, has been their commitment to increasing the number of activities and opportunities we have for our students both during and beyond the school day.
- The Pentucket Education Foundation continues to support the Pentucket Regional School District through its efforts to highlight amazing teachers (congratulations to Amy Fletcher, our 2018 Trailblazer Award Recipient) and through the donation of materials and funds.

The Pentucket Regional School District continues to be an exciting place for students to learn and grow. I feel grateful, each day, for the commitment and dedication that we receive from Merrimac, our families, and the community.

Sincerely,  
Russell Marino, Principal

## **PENTUCKET REGIONAL MIDDLE SCHOOL, ANNUAL REPORT FISCAL YEAR 2017 - 2018**

### **Demographic Information**

The Pentucket Regional Middle School is located in the town of West Newbury, Massachusetts, and serves the students in grades 7 (206 students) and 8 (216 students) from West Newbury (108), Merrimac (126), and Groveland (163). The Middle School is located on the regional secondary campus and is the first regional experience students have outside their home community.

### **School Highlights from 2017-2018**

- Early High School credit classes offered in ELA, Mathematics, Science and Innovation Schools
- Academic Schedule designed around student choice and elective courses
- Students benefit from music ensembles built into the school day
- Professional Walkthroughs continue to guide instructional design
- Grade 8 holds entire grade level completion ceremony to celebrate as one group on the new track infield
- PRMS using Twitter and Instagram to communicate school information - Twitter: @PentucketMS Instagram: @pentucket\_ms

Below is a summary of activities at PRMS that took place in the areas of curriculum, instruction, assessment, and community service.

### **Curriculum**

- Teachers use Pentucket Curriculum of technical knowledge, adaptive leadership skills, and personal meaning to accelerated student learning
- Middle school teachers participate in phase 2 of the Pentucket Curriculum Renewal process resulting in new curriculum materials chosen for 18/19 implementation: - Eureka for grade 7 math and Oakland ELA for grades 7+8 ELA.
- Accelerated Science, ELA, and Algebra offered to grade 8 students as elective classes for early high school credit
- Schedule designed with student elective and choice of courses as the priority
- Enriching extracurricular activities support student choice and ideas

### **Instruction**

- Innovation School expansion includes the middle school with 6 academies in operation at the secondary level.
- High School Department Chairs meet with middle school departments to align a curriculum for a grade 7-12 system of instruction Business Seminar, Sports Medicine I and Healthy Athlete offered as Innovation School pathway courses. Orchestra expansion to now include middle and high school ensembles.

### **Assessment**

- Professional staff implement District Determined Measures (DDMs) using PRSD model of essential question, skills, and outcomes.
- PRMS administered MCAS 2.0 Next Generation state assessments for ELA, Math and STE (grade 8 only) as a computer based test (CBT) for the first time.

### **Community Service**

- Organized food and clothing drives for local community organizations
- Organized blanket and cleaning supplies drive for local animal shelters
- Supported after school seasonal activities at district elementary schools
- Organized toy drive for Holiday season
- Organized supply drive for U.S. soldiers serving overseas

Respectfully submitted,  
Kenneth Kelley Principal  
PRMS



**PENTUCKET REGIONAL HIGH SCHOOL ANNUAL REPORT  
FISCAL YEAR 2017 - 2018**

The 2017-2018 school year was productive at Pentucket Regional High School. Student enrollment was 749 and comprised of 176 from West Newbury, 264 from Groveland, 269 from Merrimac, and 40 school choice students. 185 students graduated in the class of 2018.

Below is a summary of activities that took place in the areas of curriculum, instruction, assessment and other areas of interest.

Teachers continued to develop their course curriculum and worked to incorporate District Determined Measures of progress in the areas of Technical Academic Knowledge, Personal Meaning and Adaptive leadership skills in all of their classes. These elements come together into high powered units of instruction where students are expected to apply what they have learned.

Pentucket High School students continue to excel on state assessments with 97% of students scoring Advanced or Proficient in MCAS ELA, 87% of students scoring Advanced or Proficient in Biology and 88% of students scoring Advanced and Proficient in Math. This year marks the final year that high school students will be assessed using the Legacy MCAS in ELA and Math. For future years high school students will be required to take and pass the Next Generation MCAS assessment.

Expanded programming throughout the year resulted in learning opportunities at unique times including a series of Saturday workshops at Mass Art in Boston, Summer Semester classes where approximately 200 students were enrolled in Visual Art, Social Studies, English and Public Safety courses. The Movement Science and Athletics Academy has partnered with Merrimack College to allow students to earn college credits when they successfully complete Anatomy and Physiology I & II through concurrent enrollment.

Once again numerous students received awards for their sportsmanship, talent and hard work through musical and artistic competitions as well as athletics.

The school district continued to progress through the MSBA building project process. High school staff and students were actively involved with the Feasibility Study portion of the building project by attending Visioning Sessions and User Group meetings to help define the guiding principles for the project design and also to help the designer better understand how staff and students use the current space and how they would interact with the potential new space as well. There are many more important steps ahead during the 2018-19 year including the Schematic Design portion of the project which will lead to a funding vote in each town.

Respectfully submitted,  
Jonathan P. Seymour

## MERRIMAC GRADUATES:

Melanie Adams J	Elise Linnehan
esula Anderson	Marc Lundy
Michael Armao	Delaney MacFarland
Benjamin Batchelder	Garbriel Mailhot
Christopher Bauer	Lydia Mann
Daniel Beausoleil	Nathan McCarthy
Sarah Blaine	Nicole McClung
Gabrielle Blake	Nathan McGrail
Molly Brown	Calvin McNeil
Christopher Burak	Madison McSherry
John Cain	Connor Melone
Nathaniel Candage	Isabel Mendoza
Claudia Chidsey	Christine Nelson
Abigail Coffman	Magnolia Nishan
Cadrin Comeau	Emily O'Bara
Erin Corbiey	Meaghan O'Neil
Jacob Daniels	Hayley Palermo
Trevor Distaso	David Parachojuk
Olivia Edic	Jessica Paszko
Mikayla Elwell	Meghan Rodrigues-Cowl
Taylor Fitzpatrick	Makenzie Rothwell
Madelynne Gatchell	Ellison Seymour
Liam Gustison	Kelsey Shain
Ashlin Haley	Skylar Smith
Nathaniel Heusser	Britney Taylor
Maire Hughes	Ronald Teel
Samuel Journey	Ashley Thistlewood
Sarah Kern	Samuel Tilden
Abigail Ketola	Katherine Townsend
Emma Kiley	Brandon Wilbur
Charles Knowles	Cassandra Wright
Alex Krohto	Ryan Zahn
Jarred Lash	



## WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Alana Gilbert  
Chairperson School Committee  
Maureen Lynch  
Superintendent

115 Amesbury Line Road  
Haverhill, MA 01830-1898  
978-373-4101  
Fax: 978-521-0260  
[www.whittiertech.org](http://www.whittiertech.org)

August 10, 2018

### **ANNUAL OPERATIONAL REPORT**

TO: The Honorable Board of Selectmen

FROM: Paul Tucker, Whittier Representative  
Maureen Lynch, Superintendent

Whittier offers 23 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

Whittier's academic program is designed to offer students the fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects. Courses are aligned with the Massachusetts Curriculum Frameworks in order to achieve success on the MCAS.

Course are offered in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. We offer honors courses in English, Science and Math to lead toward advanced placement courses. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity to earn college credit and/or advanced college placement.

Since all programs are open to both female and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its forty fifth year.

To date we have graduated 11,567 students from the day school.

The enrollment for the evening school from Merrimac: 24

Honorable Board of Selectmen August 10, 2018

### **The October 1, 2017 Day School Enrollment:**

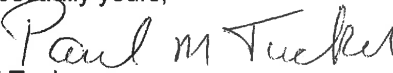
	Boys	Girls
Grade 9	7	6
Grade 10	14	8
Grade 11	10	8
Grade 12	12	7

Total - 72

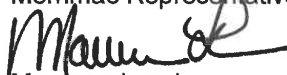
2017 Graduates - 20

The cost to Merrimac for the school year 2017-2018 was \$904,825.00.

Respectfully yours,

  
Paul Tucker

Merrimac Representative

  
Maureen Lynch  
Superintendent

ML/lr



TOWN OF MERRIMAC  
**INSPECTIONAL SERVICES**  
 2 School Street Merrimac, MA 01860  
 Ph. (978) 346-0525

**2018 ANNUAL REPORT**

	Calendar Year			
	2017	2018		
<b>BUILDING PERMITS ISSUED</b>			+/-	
New 1+2 Family Dwellings (R4)	8	3	-5	
Residential: Addition/Remodel (R4)	169	181	12	
Accessory Building / Barn / Detached Garage	11	3	-8	
Fireplace & Wood/Coal/Pellet Stove (independent)	4	0	-4	
Swimming Pools: In-ground + Above-ground	11	6	-5	
New/Replacement Manufactured Housing (M.H.)	6	2	-4	
Permit for Temporary Housing Unit	0	0	0	
Trench Permits	5	5	0	
Mechanical Permits	24	9	-15	
Commercial: New / Addition / Remodel	11	15	4	
Multi-family Dwelling: R3, R2, R1	2	0	-2	
Municipal Projects	2	2	0	
Demolition Permits	9	8	-1	% Change
Pending Permits	0	0	0	
<b>NUMBER OF BUILDING DEPT PERMITS ISSUED</b>	<b>262</b>	<b>234</b>	<b>-28</b>	<b>-12%</b>
Amount collected from building permits issued	\$241,094.51	\$69,506.00		
Trench permits, fees collected	\$150.00	\$150.00		
Mechanical permit fees collected	\$1,560.00	\$785.00		
Sprinkler Permit fees collected	\$275.00	\$425.00		
Municipal Projects, fees collected	\$0.00	\$8,915.00		
Occupancy and Use certificate	\$1,600.00	\$800.00		
<b>Total Building Dept Permit Fees</b>	<b>\$244,679.51</b>	<b>\$80,581.00</b>	<b>+/-</b>	<b>% Change</b>
<b>Total Wiring Permit Fees</b>	<b>\$20,211.11</b>	<b>\$26,336.00</b>	<b>-\$164,098.51</b>	<b>-204%</b>
<b>Total Plumbing Permit Fees</b>	<b>\$9,590.00</b>	<b>\$13,145.00</b>	<b>\$6,124.89</b>	<b>23%</b>
<b>Total Gas Permit Fees</b>	<b>\$7,510.00</b>	<b>\$7,430.00</b>	<b>\$3,555.00</b>	<b>27%</b>
<b>Total Enforcement Action Fees</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$80.00</b>	<b>-1%</b>
<b>TOTAL DEPARTMENT FEES</b>	<b>\$281,990.62</b>	<b>\$127,492.00</b>	<b>\$0.00</b>	<b>0%</b>
<b>Fees Waived by Selectmen</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$154,498.62</b>	<b>-121%</b>
<b>TOTAL COLLECTED REVENUE</b>	<b>\$281,990.62</b>	<b>\$127,492.00</b>	<b>-\$154,498.62</b>	<b>-121%</b>

Submitted By: Robert S. Sinibaldi, Building Commissioner / Zoning Enforcement Officer (A.M.)



**TOWN OF MERRIMAC  
DEPARTMENT OF PUBLIC WORKS  
WATER DEPARTMENT  
4 School St.  
Merrimac, MA 01860  
978-346-0525**

Gary Tuck – Superintendent  
978-346-8147

Robert Sinibaldi – DPW Director  
978-346-0612

**ANNUAL REPORT OF THE MERRIMAC WATER DEPARTMENT  
FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

**NEW CONNECTIONS:** During FY2018 there were 10 new homes connected to the town's water system, bringing the total number of connections to 1904

**PRIVILEGE FEE:** \$20,800 was collected during FY2018 from individuals and developers for new service connections and deposited to Water Department Privilege Fee account. MWD utilizes this funding for various improvements to our distribution system. We used these funds to support the specials articles to provide new Water Meters and Underground electrical for Wallace Way. Our Balance at the end of FY18 was \$21,929.50

**RETAINED EARNINGS FUNDS:** MWD ended FY18 with a surplus of \$36,060.56. Those funds will be added to our Water Retained Earnings account which is used for capital improvements.

**WELL CLEANING:** Wells at both East Main and Bear Hill well fields were cleaned in September 2017. The well cleaning, completed by F.G. Sullivan Co. is performed to improve pumping capacity and water quality.

**ANNUAL PUMPING STATISTICS:**

Gallons pumped from Bear Hill and East Main	121,202,900	an increase of 602,100 from FY17
Gallons sold to customers	107,367,378	an increase of 3,505,672 from FY17
Gallons plant backwash	1,969,700	
Gallons unaccounted for	11,865,822	9% of all water pumped could not be accounted for. This is a DECREASE from 12% last year. Causes: Fire protection, flushing, inaccurate meters, water theft and minor leaks not detectable and water main breaks.

**NOTABLE HAPPENINGS:**

We are continuing with our water meter replacement program to ensure both accurate readings and safe water along with a method to reduce the man hours it takes to obtain quarterly readings. We replaced 220 meters in 2018. This brings our meters to replace number to 552. This will lead to a cost saving to the consumer. The meter replacement program has also significantly reduced our unaccounted for water ratio. We went from 25% to 9% in two years.

Bear Hill Road sewer extension project was completed October 2017. This also brought new water main into the new development Abbey Road. Regency Village development – install new water main for apartment building. November 2018 – completed Attitash Water Main Replacement: connect existing homes to the high pressure district. Eleven homes are to be connected on Thorndike, Mountain and Whittier Ave. The town also won a grant of \$100,000 for this project! DEP Lead and Copper Program was successful. We are reduced monitoring every three years due to our low levels.

**IN THE FUTURE:**

We continue to perform leak detection and look for new water sources. This will lower our unaccounted for water, improve efficiency of existing supply, and examine current capacity of existing wells. Working with DEP for an increase water pumping capacity that was originally set in 1974. Also working with DEP for permits to start replacing our 40+ year old wells at the Bear Hill location that would increase them from 8" to 12" wells.

Without the support of the employees of the Water Department this would not be possible, and I would like to extend my sincere thanks to all employees for their efforts and commitment to water quality throughout the year.

Respectfully submitted

**TOWN OF MERRIMAC  
BALANCE SHEET - WATER ENTERPRISE  
JUNE 30, 2018**

<b><u>Assets</u></b>		<b><u>Liabilities</u></b>	
Cash & investments	\$ 636,849.93	Deferred revenue:	
Petty cash	50.00	User charges	\$ 68,968.62
		Liens	4,032.69
Receivables:		<b>Total Liabilities</b>	<b>\$ 73,001.31</b>
User charges	68,968.62		
Liens	4,032.69		
<b>Total Assets</b>	<b>\$ 709,901.24</b>	<b><u>Fund Balances</u></b>	
		Reserved for encumbrances	\$ 150.00
		Reserved for special purpose - Privilege	21,929.50
		Reserved for operating encumbrance	513,630.46
		Reserved for petty cash	50.00
		Unrestricted - Retained earnings	101,139.97
		<b>Total Fund Balances</b>	<b>\$ 636,899.93</b>
		<b>Total Liabilities and Fund Balances</b>	<b>\$ 709,901.24</b>

**TOWN OF MERRIMAC  
WATER ENTERPRISE - SPECIAL PURPOSES  
JUNE 30, 2018**

**Gift - Water Infrastructure**

Beginning balance 07/01/2017	\$ 75,000.00
Revenue	
Expense	1,070.00
<b>Ending balance 06/30/2018</b>	<b>\$ 73,930.00</b>

**Privilege**

Beginning balance 07/01/2017	\$ 48,330.52
Revenue	
Connections	20,800.00
Interest	798.98
Transfer out	48,000.00
<b>Ending balance 06/30/2018</b>	<b>\$ 21,929.50</b>

**OPEB**

Beginning balance 07/01/2017	\$ 83,690.98
Transfer in	15,000.00
Investment Income	3,736.04
<b>Ending balance 06/30/2018</b>	<b>\$ 102,427.02</b>

**Capital Projects**

Beginning balance 07/01/2017	\$ 153,284.22
Expenditures	360,614.95
Bond Anticipation Notes	301,758.00
<b>Ending balance 06/30/2018</b>	<b>\$ 94,427.27</b>



**TOWN OF MERRIMAC  
DEPARTMENT OF PUBLIC WORKS  
SEWER DEPARTMENT  
4 School St.  
Merrimac, MA 01860  
978-346-0525**

Mike Buzzell – Superintendent  
978-346-7857

Robert Sinibaldi – DPW Director  
978-346-0612

**ANNUAL REPORT OF THE MERRIMAC WASTE WATER DEPARTMENT  
FOR FISCAL YEAR ENDING JUNE 30<sup>TH</sup> 2018**

**NEW CONNECTIONS:** During FY2018 there were 12 new homes connected to the town's sewer system. This brings the total number of connections to 2062.

**Capital Fund:** \$69,450.00 was collected during FY2018 from individuals and developers for new service connections and deposited to Sewer Capital account. MWWD utilizes this funding for various improvements to our wastewater services system.

**Retained Earnings Fund:** MWWD ended FY18 with a surplus of \$57,435.50. Those funds will be added to our Waste Water Retained Earnings account which is used for capital improvements.

**NOTABLE PROJECTS:** Our ongoing work for I & I (Inflow & Infiltration) fixes throughout the town continues. All generators were serviced; after the March 2018 storm emergency generators and repairs were necessary; we de-watered 70 dry metric tons of sludge and sent it to Agresource in Ipswich to make compost; and completed Dig Safes throughout the year.

- Replaced the generator at Birchmeadow Pump station; getting quotes for the Plant generator
- Completed sewer lines for the new Regency Village apartments
- Ongoing I & I repairs throughout the town working with Scherborn Co.
- Working on New EPA & DEP requirements for flows, I & I, capacity etc.
- Started new lab test for EPA 7 DEP (Nitrogen and Phosphorous)
- Unclog Pumps (ongoing) at station

**OPERATION AND MAPPING PLAN:**

As required by our National Pollutant Discharge Elimination System Permit, in 2016 the wastewater department began to prepare a Wastewater Collection system Operation and Maintenance Plan. The plan was to be completed and implemented by October 2017, however it was extended and now the plan has shifted to include the comprehensive upgrade to the plant. The O & M plan shall include a preventative maintenance and monitoring program, a description of staffing necessary to properly operate and maintain the collection system, a description of funding provisions to implement the plan, a description of programs for preventing I & I related effluent violations, and educational public outreach program for I & I control, and an Overflow Emergency Response Plan.

**UPCOMING PROJECTS:**

FY19 Replace Generator at Main Plant

FY19 Working with Mike Roy, SGC Engineering, on plan for upgrade.

FY19-20 Start Pump Inspection Program in order to remain in compliance with discharge permit.

FY19-20 Send out an inquiry to residents for sewer expansion in their area.



**TOWN OF MERRIMAC  
BALANCE SHEET - SEWER ENTERPRISE  
JUNE 30, 2018**

<b><u>Assets</u></b>		<b><u>Liabilities</u></b>	
Cash & investments	\$ 1,540,903.95	Deferred revenues:	
Petty cash	50.00	User charges	\$ 65,498.33
Receivables:		Liens	5,417.60
User charges	65,498.33	Unapportioned special assessments	178,302.26
Liens	5,417.60		
Unapportioned special assessment	178,302.26	<b>Total Liabilities</b>	<b>\$ 249,218.19</b>
<b>Total Assets</b>	<b>\$ 1,790,172.14</b>	<b><u>Fund Balances</u></b>	
		Reserved for encumbrances	\$ 3,319.80
		Reserved for special purpose - Development	362,819.93
		Reserved for special purpose - Betterments	138,635.39
		Reserved for operating encumbrance	445,187.35
		Reserved for expenditures	60,000.00
		Reserved for petty cash	50.00
		Unrestricted - Retained earnings	530,941.48
		<b>Total Fund Balances</b>	<b>\$ 1,540,953.95</b>
		<b>Total Liabilities and Fund Balances</b>	<b>\$ 1,790,172.14</b>

**TOWN OF MERRIMAC  
SEWER ENTERPRISE - OPERATING  
JUNE 30, 2018**

Beginning balance 07/01/2017		\$	760,065.81
Revenue - user fees, interest & other	\$	945,759.41	
Miscellaneous revenue - Inflow & infiltration		31,864.15	
Lien revenue		60,000.00	
Total revenues			1,037,623.56
Salaries, benefits, expenses, in lieu		824,452.50	
Lease		22,356.19	
Debt service		185,569.76	
Total expenditures			1,032,378.45
Betterments		45,000.00	
Closed out projects		1,000.36	
Total transfers in			46,000.36
Reserved for expenditures		246,000.00	
Reserved for encumbrances		3,319.80	
Reserved for petty cash	\$	50.00	
Total reserved			249,369.80
OPEB trust			31,000.00
<b>Ending Balance / Retained Earnings 06/30/2018</b>		<b>\$</b>	<b>530,941.48</b>

**TOWN OF MERRIMAC  
SEWER ENTERPRISE - SPECIAL PURPOSES  
JUNE 30, 2018**

**INFLOW & INFILTRATION**

Beginning balance 07/01/2017	\$ 500,933.74
Revenue	60,000.00
Expenses	-31,197.11
<b>Ending balance 06/30/2018</b>	<b>\$ 529,736.63</b>

**BETTERMENTS**

Beginning balance 07/01/2017	\$ 138,318.54
Revenue	
Principal	40,000.00
Interest	316.85
Reserve for expenses	-40,000.00
<b>Ending balance 06/30/2018</b>	<b>\$ 138,635.39</b>

**DEVELOPMENT**

Beginning balance 07/01/2017	\$ 293,364.89
Revenue	
Connections	64,550.00
Interest	4,905.04
<b>Ending balance 06/30/2018</b>	<b>\$ 362,819.93</b>

**OPEB**

Beginning balance 07/01/2017	\$ 102,166.28
Transfer in	31,000.00
Market Changes	5,121.55
<b>Ending balance 06/30/2018</b>	<b>\$ 138,287.83</b>

## MERRIMAC MUNICIPAL LIGHT DEPARTMENT



### ANNUAL REPORT OF THE YEAR ENDING DECEMBER 31, 2018

The Board of Light Commissioners and General Manager are pleased to submit the Annual Report of the Merrimac Municipal Light Department ("MMLD" or "Department") for the year 2018.

#### MMLD MISSION STATEMENT

**"The Merrimac Municipal Light Department ("MMLD") exists to provide its owner, the Town of Merrimac's ratepayers, safe and reliable electricity at a reasonable and competitive rate that sustains the healthy operations of the department, and the maintenance, expansion, and modernization of the electrical distribution system. This mission will be accomplished by a staff of responsible, dedicated and customer-oriented employees with superior work ethics, skills, and professionalism."**

#### NEW SERVICES

During 2018, there were a total of 8 new electrical services added to the MMLD's electric distribution system. The total number of electric meters in service at year's end was 2,929.

#### SYSTEM RELIABILITY

The MMLD is committed to providing the best electricity service to the Town of Merrimac residents. It also strives to provide safe and reliable power, by continuing capital improvements of the system, in turn, reducing the major industry accepted indexes used to track the reliability of electric systems.

During 2018, the MMLD's system experienced a total of 26 power outages, which affected a total of 3,717 customers. The year had a lot of weather events, including a few major storms during the month of March. Those storms, combined with a lot of days with strong wind, made 2018 the most distribution system damaging year in the last six years. Weather, trees and animal-related issues accounted for 77% of the total number of outages during the year. These types of events are hard to prevent, but the Department continues to work on tree trimming and other ways to reduce their impact.

The System Average Interruption Duration Index (SAIDI) measures the number of minutes, on average, a Merrimac customer is without power. The System Average Frequency Index (SAIFI) measures the average frequency of interruptions for a Merrimac customer. The Customer Average Interruption Duration Index (CAIDI) identifies the average length of time, in minutes, that a customer who is interrupted can expect that interruption to last. All the indexes results, for both the combination of equipment and non-equipment related outages, are found in Table 1 below.

SAIDI	SAIFI	CAIDI	TOTAL NUMBER OF OUTAGES
223.6	1.263	177	26

*Table 1*

#### CAPITAL PROJECTS

During 2018, the Municipal Light Department worked on a number of customer-owned projects and on multiple capital projects that focused on improving the distribution system reliability, incremental replacement of equipment near the end of its useful life and safety-related projects. In an electrical distribution system, targeting these projects will reduce the number of issues that could be sustained in major weather events such as those events we have experienced in past years. Storms can cause significant damages to the electrical distribution infrastructure, but systems that focus on on-going system improvements have less of an impact and are able to restore power much faster than other systems where this is not a priority.

# MERRIMAC MUNICIPAL LIGHT DEPARTMENT STATEMENT OF INCOME FOR THE YEAR 2018

	Current Year	Increase or (Decrease) from Preceding Year
<b>OPERATING INCOME</b>		
400 Operating Revenue .....	5,039,816.60	154,027.30
<b>OPERATING EXPENSES</b>		
401 Operation Expense .....	4,434,620.09	239,419.92
402 Maintenance Expense .....	133,778.10	-32,633.76
403 Depreciation Expense.....	342,281.74	-33,686.73
<b>Total Operating Expenses.....</b>	<b>4,910,679.93</b>	<b>173,099.43</b>
<b>Operating Income.....</b>	<b>129,136.67</b>	<b>-19,072.13</b>
<b>OTHER INCOME</b>		
415 Income from Merchandising, Jobbing and Contract Work.....		
419 Interest Income.....	-107,057.43	-298,713.90
421 Miscellaneous Nonoperating Income.....		
<b>Total Income.....</b>	<b>22,079.24</b>	<b>-317,786.03</b>
<b>INTEREST CHARGES</b>		
427 Interest on Bonds and Notes.....	29,512.50	-3,375.00
431 Other Interest Expense.....		
<b>Total Interest Charges.....</b>	<b>29,512.50</b>	<b>-3,375.00</b>
<b>NET INCOME.....</b>	<b><u>-7,433.26</u></b>	<b><u>-314,411.03</u></b>

	Debits	Credits
208 Unappropriated Earned Surplus (at beginning of period).....		5,154,848.72
433 Balance Transferred from Income.....		-7,433.26
434 Miscellaneous Credits to Surplus.....		27,500.00
435 Miscellaneous Debits to Surplus.....	107,306.00	
436 Appropriations of Surplus.....	16,242.98	
437 Surplus Applied to Depreciation.....		
208 Unappropriated Earned Surplus (at end of period).....	<u>5,051,366.48</u>	
	<u>5,174,915.46</u>	<u>5,174,915.46</u>

# MERRIMAC MUNICIPAL LIGHT DEPARTMENT COMPARATIVE BALANCE SHEET 2018

	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
<b><u>ASSETS</u></b>			
<b>UTILITY PLANT</b>			
101 Utility Plant - Electric .....	4,919,844.35	4,802,724.26	(117,120.09)
<b>FUND ACCOUNTS</b>			
125 Sinking Funds.....	719.17	719.17	-
126 Depreciation Fund.....	2,704,052.73	2,817,116.95	113,064.22
126 Rate Stabilization Fund.....	293,026.04	281,221.11	(11,804.93)
126 Bond Fund.....	-	-	-
127 OPEB Trust Fund.....	269,328.09	279,159.21	9,831.12
<b>CURRENT AND ACCRUED ASSETS</b>			
131 Cash.....	1,304,817.28	1,312,829.79	8,012.51
132 Special Deposits.....	85,527.07	88,677.07	3,150.00
132 Working Funds.....	200.00	200.00	-
142 Customer Accounts Receivable.....	188,504.96	203,898.08	15,393.12
143 Other Accounts Receivable.....	-	-	-
146 Receivables from Municipality.....	-	-	-
151 Materials and Supplies.....	15,001.94	15,001.94	-
165 Prepayments.....	32,187.31	16,094.29	(16,093.02)
165 Prepayments CTC charge.....	403,883.25	418,337.37	14,454.12
165 Employee Pension Prepayment.....	85,986.98	86,831.02	844.04
<b>DEFERRED DEBITS</b>			
183 Other Deferred Debits.....	266.96	226.71	(40.25)
<b>Total Assets and Other Debits</b>	<b>\$ 10,303,346.13</b>	<b>\$ 10,323,036.97</b>	<b>19,690.84</b>
<b><u>LIABILITIES</u></b>			
<b>SURPLUS</b>			
206 Loans Repayments.....	1,966,707.96	2,041,707.96	75,000.00
207 Appropriations for Construction Repayments.....	8,889.05	8,889.05	-
208 Unappropriated Earned Surplus.....	5,154,848.72	5,051,366.48	(103,482.24)
<b>LONG TERM DEBT</b>			
221 Bonds.....	750,000.00	675,000.00	(75,000.00)
231 Notes Payable.....	-	-	-
<b>CURRENT AND ACCRUED LIABILITIES</b>			
232 Accounts Payable.....	341,629.89	307,807.82	(33,822.07)
235 Customer' Deposits.....	85,527.07	88,677.07	3,150.00
242 Miscellaneous Current and Accrued Liabilities.....	266.96	226.71	(40.25)
<b>DEFERRED CREDITS</b>			
252 Customer Advances for Construction.....	1,220.67	1,220.67	-
253 OPEB Liability.....	436,608.00	468,914.00	32,306.00
<b>RESERVES</b>			
260 Reserves for Uncollectable Accounts.....	13,586.20	13,586.20	-
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
271 Contributions in Aid of Construction.....	1,544,061.61	1,665,641.01	121,579.40
<b>Total Liabilities and Other Credits</b>	<b>\$ 10,303,346.13</b>	<b>\$ 10,323,036.97</b>	<b>19,690.84</b>

## 2018 MERRIMAC PLANNING BOARD ANNUAL REPORT

In calendar year 2018 several developments in the town under the authority of the Planning Board were newly approved or completed while others are still in process. The Board also continues to attend to other aspects of its role soliciting citizen input for perspective land use and development.

The end of year status of ongoing projects previously approved by the Board and subject to continued construction oversight are as follows:

- Quail Ridge (off of Battis Road) – This 11 single-family subdivision, approved in the early 2000's, was completed and Quail Ridge Street was accepted at Town Meeting on October 15th.
- Poplar Hill (off of Middle Road) – Work on this 15 single family home Open Space Residential Development was concluded in the Fall, but some escrow funds were held back until it is assured all drainage and detention is working as planned in the Spring. Poplar Hill Circle was accepted at Town Meeting on October 15th.
- Freedom Way (106 E. Main) – Project was satisfactorily completed. The street will be maintained as a private way.
- Abbey Road (22-32 Bear Hill Road) – Work is ongoing at this Open Space Residential Development of the 13 single family homes with several homes completed or under construction.
- Regency Village (106 W. Main) – Construction continues on the first building with a planned opening in Summer 2019 in this dual development of a total of 96 apartments for residents over-55. The work has begun on the second residential building.
- Lily Village Plaza (118 E. Main St.) – A Special Permit for a 12,450 sq. ft. commercial building in front with two buildings consisting of a total of nine two-bedroom condo units in back was granted in May 2017. As of the end of 2018, construction site work had not yet begun.

Special Permit granted by the Board with Site Plan Review (SPR):

- BeWell Organic Medicine (17 Board St.) – On October 16th the Site Plan for a commercial office building was approved by the Site Plan Review Committee. A Special Permit for distribution of medical marijuana was granted on November 13th by the Board. Work has begun on building construction.

Site Plan Review approved by the Committee for use approved by right:

- Regency Office Park (108 W. Main St.) - On November 13th the Site Plan Review Committee approved the plan for a commercial development including three buildings. The lot has been cleared and prepared for construction to begin in the Spring.

The Board collected \$750 in filing fees for its review activities in 2018. In other activities, the Board granted Approval Not Required (ANR) for a lot on Prospect Hill. The Board also approved the draft Housing Production Plan prepared by Merrimack Valley Planning Commission. It renewed the contract for peer engineering services with Horsley Witten Group for three more years. It also revised the application forms for SPR and Special Permits.

In other business, the Board held a public hearing to discussed proposed zoning changes to comply with the state Green Communities provisions that were then accepted at the Annual Town Meeting on April 30th. On December 11th the Board held a public hearing for a citizen petition to amend the zoning map from Agricultural Residential to Highway Services for a parcel located on High Street adjacent to I-495. The Board voted not to recommend this zoning change for approval by Town Meeting should the petition go forward at the Annual Town Meeting in 2019.

Board membership changed with the election of Arthur Amirault in May for the seat vacated by Ron Barnes. Ron was thanked for his many years of service as Vice-Chair. Keith Pollman was elected to fill an uncompleted term until 2022. When the Board reorganized in May, Sandra Venner was voted to continue to serve as Chair and Karol Flannery to serve as Vice Chair. John Thomas was voted to serve as Alternative for Special Permits and as MVPC Commissioner. Sandra Venner continues to serve as the representative to the Affordable Housing Board of Trustees.

As always, the Board is grateful for the professionalism and dedication of its administrative assistant, Patricia True, whose expertise and historical knowledge is of great benefit to the Board.

Respectfully submitted by  
Sandra Venner, Chairperson  
Merrimac Planning Board

Sandra Venner	Term expires 2019
Karol Flannery	Term expires 2020
Dennis Brodie	Term expires 2021
Keith Pollman	Term expires 2022
Arthur Amirault	Term expires 2023
John Thomas	Alternate for Special Permits



**TOWN OF MERRIMAC  
FINANCE DIRECTOR**

4 School Street  
Merrimac, MA 01860  
Phone (978) 346-0524  
E-Mail: [cmcleod@townofmerrimac.com](mailto:cmcleod@townofmerrimac.com)

**Honorable Board of Selectmen  
Town of Merrimac  
Massachusetts, 01860**

Honorable Selectmen,

In accordance with the requirements of the Massachusetts General Laws, the Annual Financial Report of the Town Accountant for the Town of Merrimac, for the fiscal year ended June 30, 2018 is herewith submitted.

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and the results of its operations. Disclosures necessary to enable the reader to gain an understanding of the Town's financial affairs have been presented. Included are schedules on debt issue and servicing, a detailed listing of revenues and expenditures, a balance sheet for all fund types and account groups, and a combined statement of cash flows.

The reports are based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue. The same information is used to prepare the Schedule A.

An audit of the Town's financial records by Bill Fraher, C.P.A., has been completed and the results of this audit are available in my office for public inspection. The books of the Town are also open for public inspection during normal business hours.

Respectfully submitted,

Carol A. McLeod  
Finance Director



**Town of Merrimac**  
**General Long Term Debt Activity**  
**Fiscal Year 2018**

<b>Issue</b>	<b>Issue Date</b>	<b>Interest Rate</b>	<b>Original Amount</b>	<b>Balance 7/1/17</b>	<b>Additions</b>	<b>Retired</b>	<b>Balance 6/30/18</b>	<b>Interest Paid 7/1/17-6/30/18</b>
River Road MWPAT	10/6/99		\$ 149,856.00	\$ 30,000.00	\$ -	\$ 10,000.00	\$ 20,000.00	\$ 116.96
Multi-Purpose Loan	11/15/03	2%-4.5%	\$ 4,231,000.00	\$ 620,000.00	\$ -	\$ 90,000.00	\$ 530,000.00	\$ 24,527.50
Multi-Purpose Loan	2/15/08	3.56%	\$ 2,380,000.00	\$ 1,050,000.00	\$ -	\$ 150,000.00	\$ 900,000.00	\$ 39,150.00
Sewer - Ridgefield Rd.	8/23/10	3.97%	\$ 132,080.00	\$ 40,000.00	\$ -	\$ 10,000.00	\$ 30,000.00	\$ 1,487.50
Multi-Purpose Loan	12/3/13	1.92%	\$ 3,971,000.00	\$ 2,625,000.00	\$ -	\$ 430,000.00	\$ 2,195,000.00	\$ 63,925.00
Multi-Purpose Loan	2/11/16	2.00%	\$ 860,000.00	\$ 825,212.00	\$ -	\$ 35,544.00	\$ 789,668.00	\$ 16,504.23
<b>Total All</b>				<b>\$ 5,190,212.00</b>	<b>\$ -</b>	<b>\$ 725,544.00</b>	<b>\$ 4,464,668.00</b>	<b>\$ 145,711.19</b>
<b>Less: Electric</b>	2/15/08	3.60%	<b>\$1,500,000.00</b>	<b>\$825,000.00</b>		<b>\$75,000.00</b>	<b>\$ 750,000.00</b>	<b>\$31,200.00</b>
<b>Total Excluding Electric</b>				<b>\$ 4,365,212.00</b>	<b>\$ -</b>	<b>\$ 650,544.00</b>	<b>\$ 3,714,668.00</b>	<b>\$ 114,511.19</b>

Prepared by CAM

4/8/19

**TOWN OF MERRIMAC  
BALANCE SHEET  
June 30, 2018**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>ASSETS</b>			
01-000-1020-000000	Petty cash	1,325.00	
01-000-1040-000000	Cash unrestricted checking	1,649,821.61	
	<b>Total cash and cash equivalents</b>	<b>1,651,146.61</b>	
<b>Receivables</b>			
01-000-1210-201800	Personal property-2018	363.99	
01-000-1210-201700	Personal property-2017	99.45	
01-000-1210-201600	Personal property-2016	193.41	
01-000-1220-201800	Real estate-2018	152,278.82	
	<b>Property taxes receivable</b>	<b>152,935.67</b>	
01-000-1220-000000	Supplemental real estate	14,942.11	
	<b>Misc. non-reoccurring receivable</b>	<b>14,942.11</b>	
<b>Overlay</b>			
01-000-1230-000000	Allowance for abatements & exemptions		361,036.85
	<b>Total allowance for abate &amp; exemptions</b>		<b>361,036.85</b>
01-000-1240-000000	Tax liens receivable	95,949.67	
01-000-1880-000000	Tax foreclosures	358,591.68	
	<b>Total tax liens and foreclosures</b>	<b>454,541.35</b>	
01-000-1260-201800	Motor vehicles excise-2018	83,208.08	
01-000-1260-201700	Motor vehicles excise-2017	19,525.89	
01-000-1260-201600	Motor vehicles excise-2016	5,865.55	
01-000-1260-201500	Motor vehicles excise-2015	3,575.11	
01-000-1260-201400	Motor vehicles excise-2014	4,071.35	
	<b>Total motor vehicle excise</b>	<b>116,245.98</b>	
01-000-1280-201600	Farm animal excise-2016	487.48	
01-000-1280-201500	Farm animal excise-2015	377.20	
01-000-1280-201400	Farm animal excise-2014	387.20	
	<b>Total farm animal excise</b>	<b>1,251.88</b>	
01-000-1340-000000	Departmental A/R-ambulance	43,779.00	
	<b>Total user charges</b>	<b>43,779.00</b>	

**TOWN OF MERRIMAC, MASSACHUSETTS**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended June 30, 2018**

	General Fund	Nonmajor Governmental Funds	Water & Sewer Funds	Stabilization Funds	OPEB Funds	Total
<b>Revenues:</b>						
Property taxes	\$ 12,499,316	-	-	-	-	12,499,316
Excise taxes	979,825	-	-	-	-	979,825
Payments in lieu of taxes	78	-	-	-	-	78
Departmental charges for services	510,430	257,986	2,094,459	-	-	2,862,875
Licenses and permits	102,767	-	-	-	-	102,767
Intergovernmental	982,410	904,749	-	-	-	1,887,159
Fines	45,159	4,690	-	-	-	49,849
Investment income	36,356	16,875	7,281	(706)	51,876	111,682
Other	48,569	244,268	62,337	-	220,757	575,931
<b>Total revenues</b>	<b>15,204,910</b>	<b>1,428,568</b>	<b>2,164,077</b>	<b>(706)</b>	<b>272,633</b>	<b>19,069,482</b>
<b>Expenditures:</b>						
<b>Current:</b>						
General government	831,081	525,731	-	-	-	1,356,812
Public safety	2,041,825	336,901	-	-	-	2,378,726
Education	8,877,020	-	-	-	-	8,877,020
Public works	1,216,802	389,132	2,496,323	-	-	4,102,257
Human services	421,696	65,380	-	-	-	487,076
Recreation and culture	312,130	26,729	-	-	-	338,859
Intergovernmental	470,391	-	-	-	-	470,391
Employee benefits	97,694	-	-	-	-	97,694
Other	995,274	-	-	-	-	995,274
Debt service	97,492	-	-	-	-	97,492
<b>Total expenditures</b>	<b>15,361,405</b>	<b>1,343,873</b>	<b>2,496,323</b>	<b>-</b>	<b>-</b>	<b>19,201,601</b>
Excess (deficiency) of revenues over expenditures	(156,495)	84,695	(332,246)	(706)	272,633	(132,119)
<b>Other financing sources (uses):</b>						
Operating transfers in	195,990	-	-	-	-	195,990
Operating transfers out	(500)	(85,490)	-	(100,000)	-	(185,990)
<b>Total other financing sources (uses)</b>	<b>195,490</b>	<b>(85,490)</b>	<b>-</b>	<b>(100,000)</b>	<b>-</b>	<b>10,000</b>
<b>Net changes in fund balances</b>	<b>38,995</b>	<b>(795)</b>	<b>(332,246)</b>	<b>(100,706)</b>	<b>272,633</b>	<b>(122,119)</b>
<b>Fund balance, beginning of year</b>	<b>1,597,209</b>	<b>1,320,770</b>	<b>1,078,457</b>	<b>1,167,685</b>	<b>1,115,781</b>	<b>6,279,902</b>
<b>Fund balance, end of year</b>	<b>\$ 1,636,204</b>	<b>1,319,975</b>	<b>746,211</b>	<b>1,066,979</b>	<b>1,388,414</b>	<b>6,157,783</b>

**TOWN OF MERRIMAC, MASSACHUSETTS**  
**Combined Balance Sheet - All Fund Types and Account Groups**  
**as of June 30, 2018**  
**(Unaudited)**

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt
<b><u>ASSETS</u></b>							
Cash and cash equivalents	1,651,146.61	701,355.35	115,238.02	6,404,182.58		3,455,117.59	
Investments							
Receivables:							
Personal property taxes	656.85						
Real estate taxes	167,220.93						
Deferred taxes							
Allowance for abatements and exemptions	(361,036.85)						
Special assessments				178,302.26			
Tax liens	95,949.67						
Tax foreclosures	358,591.68						
Motor vehicle excise	116,245.98						
Other excises	1,251.88						
Utility Charges				279,542.57			
Departmental							
Other receivables	43,861.07	5,895.78		9,450.29			
Due to/from other funds							
Due from other governments		175,276.91					
Prepays							
Inventory							
Fixed assets, net of accumulated depreciation							
Amounts to be provided - payment of bonds							4,464,667.99
Amounts to be provided - vacation and sick leave							
Total Assets	<u>2,073,887.82</u>	<u>882,528.04</u>	<u>115,238.02</u>	<u>6,871,477.70</u>	<u>-</u>	<u>3,455,117.59</u>	<u>4,464,667.99</u>
<b><u>LIABILITIES AND FUND EQUITY</u></b>							
Liabilities:							
Deferred revenue							
Real and personal property taxes	(178,216.96)						
Deferred taxes							
Prepaid taxes/fees							
Special assessments				178,302.26			
Tax liens	95,949.67						
Tax foreclosures	358,591.68						
Motor vehicle excise	116,245.98						
Other excises	1,251.88						
Utility Charges				279,542.57			
Departmental							
Deposits receivable							



**TOWN OF MERRIMAC**  
**Board of Assessors**  
**6 School St.**  
**Merrimac, MA 01860**  
**(978) 346-9022**

## **ANNUAL REPORT OF THE BOARD OF ASSESSORS**

The Board of Assessors respectfully submit the following report for the calendar year 2018.

This coming year is a recertification year for the Town and the Assessors have begun working with the Department of Revenue to assure a timely tax rate setting.

The Board continues to be busy visiting homes in Merrimac. They are completing Permit inspections which are done for the previous years building permits as well as Occupancy inspections for new homes that are occupied after July 1st. They are also completing Cyclical inspections which are required by the Department of Revenue and dictates that we must inspect every home in town once every nine years for data quality. The Board would like to thank the citizens of Merrimac for their continued cooperation during these inspections.

The tax rate for fiscal year 2019 is \$15.81 per thousand. Property cards may be obtained on line by property owners to view their data. <http://www.merrimac01860.info/171/Assessors>

### **BOARD OF ASSESSORS**

Edward R. Davis, Chairman

Term expires 2021

William Pollman

Term expires 2020

Open

Term expires 2022

Heather Roche, Clerk FISCAL YEAR 2019 RECAPITULATION

## FISCAL YEAR 2019 RECAPITULATION

### 1. Tax Rate Summary

A. Total Amount to be Raised		\$	19,470,792.86
B. Total Estimated Receipts/Revenue		\$	6,408,464.86
C. Net Amount to be Raised by Taxation (Levy)		\$	13,062,328.00
D. Classified Tax Levies			
1. Residential	95.5167%	\$	12,476,703.22
2. Open Space	0	\$	0
3. Commercial	2.5397%	\$	331,740.91
4. Industrial	0.9640%	\$	125,927.28
5. Personal	0.9796%	\$	127,956.59

### 2. Amounts to be Raised

A. Appropriation	\$	19,240,731.86
B. Total Cherry Sheets Offsets	\$	10,066.00
C. State and County Cherry Sheet Charges	\$	106,169.00
D. Allowance for Abatements/Exemptions	\$	77,263.86

Total Amount to be Raised	\$	19,470,792.86
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### 3. Estimated Receipts and other Revenue

A. State	\$	1,007,096.00
B. Local	\$	1,740,200.00
C. Enterprise Funds	\$	2,642,847.00
D. Free Cash	\$	358,257.00
E. Other Available Funds	\$	650,064.86
F. Municipal Light Source	\$	10,000.00
Total Estimated Receipts	\$	6,408,464.86

### Number of Taxable Accounts

1. Residential Single Family	1,646
2. Residential Two Family	99
3. Residential Three Family	9
4. Residential Apt. Bldg. / Misc.	17
5. Residential Land	152
6. Condominiums	280
7. Commercial	49
8. Industrial	19
9. Commercial Other	29
10. Personal Property	47
11. Chapter 61	8

Respectfully submitted,

Heather Roche, Clerk  
On behalf of the Board of Assessors

## **ANNUAL REPORT OF THE ANIMAL CARE AND CONTROL OFFICER**

### **To the Honorable Board of Selectman: Activities from January 2018 to December 2018**

#### **Dogs**

Seven Hundred Twenty Two (722) dogs were licensed in 2018. As you know, under Mass. Gen. Laws Ch. 140 sec. 137 all dogs over six months of age are required have rabies vaccine and be licensed.

Forty (40) dogs were reported missing in 2018, Thirty-six (36) of those were found by their owners. Four (4) of those forty (40) had no follow up information. Fifteen (15) dogs were picked up or dropped off at the police department. Thirteen (13) of those dogs were promptly returned. Thirteen (13) of those dogs were released from the police department upon current rabies vaccination, current licensing. Two (2) of those dogs were kenneled at the Bed and Biscuit, eight (8) of those dogs were released upon current rabies vaccination, current licensing and payments of fines. One (1) dog was abandoned or surrendered to the Town of Merrimac's Animal Control Officer. This one (1) dog was held for the required seven days and then was adopted to a great home.

We had (1) dog that was struck by a bus on West Main Street, The owner claimed the dog and removed it from the scene.

Three (3) dog bites were reported. These (3) dogs were quarantined for the required ten days per Massachusetts General Laws Chapter 129. All dogs were current on rabies vaccinations. Please remember that Rabies Vaccination is required under Mass Gen. Laws Ch. 140, sec. 145 for the protection of pets and people.

We also responded to multiple barking complaints, nuisance issues and dogs running at large.

The ACO purchased pet waste receptacles in 2017 for the Donaghue School and the Town Forest Soccer Fields. These will be installed in the Spring of 2019. The ACO will be responsible to keep the bag dispensers filled with waste bags. The ACO will be responsible to empty the pet waste receptacles in these areas.

#### **Cats**

Nine (9) cats were reported missing of that (2) were found and returned to their homes. We had one (1) cat bite that was reported. this one (1) cat was quarantined for the required ten days per Massachusetts General Laws Chapter 129. This cat did receive a rabies booster shot and is current with all other vaccinations.

We had one (1) cat that was struck and killed by a car. The owner claimed the cat and removed it from the scene.

Of the Twenty-two (22) lost cats reported, only (8) were found. Two (2) cats were found in tow separate apartments in Merri Village. These two (2) felines were taken to Merrimack River Feline Rescue. One (1) cat was identified by its microchip and it was returned to its owner. The other cat was put up for adoption..

#### **Welfare Checks**

The ACO responded to two (2) welfare checks. All two (2) were investigated and followed up on. The ACO determined that both calls were unfounded.

#### **Wildlife**

We received many calls about raccoons, skunks, squirrels, and other small wildlife that were found to be a nuisance. To avoid these animals being problematic, we suggest that residents remove any food in your yard and keep garbage cans covered. The ACO had several wildlife rescues with positive outcomes. The ACO responded to one (1) call for bats in the house. This one (1) bat was sent out to the lab for rabies testing. We are happy to report they tested negative for the rabies virus. We caught a few skunks that appeared to be injured or sick and were euthanized in a humane way.

#### **Farm Animals**

The ACO conducted thirty-three (33) Barn inspections at private residences in the town. All of the horses, cows, chickens and sheep that were inspected seemed to be in good health and the living areas were clean and well maintained. .

Respectfully submitted

Gregory F. Pickering  
Animal Care & Control Officer

## 2018 ANNUAL REPORT OF THE CAPITAL PLANNING COMMITTEE

As in past years, Town Departments were requested to submit documentation supporting capital items for consideration for Fiscal Year 2019 and anticipated capital items through Fiscal Year 2023. Capital item requests must have an anticipated life duration of at least five years and an initial cost of \$10,000 or more. During the months of February and March the committee met with department heads to review supporting documentation. Generally, the criteria applied in developing recommendations in order of priority: a) necessary to respond to State or Federal mandates; b) public health and/or safety consideration; and c) operational necessity.

Following discussion, the Capital Planning Committee made the following recommendations for Town Meeting held on April 30, 2018 for capital expenditures in Fiscal Year 2019:

1. Police Department: Purchase of 1 Police Cruiser (\$45,000) from Free Cash. Vote 5-0.
2. Fire Department: Purchase of an Ambulance (\$200,000) from Free Cash \$100,000; Ambulance Stabilization \$50,000; Capital Stabilization \$50,000. Vote 4-0. Purchase of a Pumper Truck via Borrowing/Lease (\$900,000). Vote 0-5.
3. Highway Department: Culvert Repair Engineering Bear Hill Road (\$107,000) from Free Cash. Vote 5-0. Purchase of 6 Wheel Dump/Plow Truck (\$188,280) utilizing Borrowing/Lease. Vote 5-0.
4. Water Department: Support Water Infrastructure (\$125,000), Water Meter Replacement (\$30,000), and Underground Electrical (\$33,000) via transfer from Water Privilege/ Retained Earnings. Vote 5-0.
5. Wastewater Department: To support transfer from Wastewater Department Retained Earnings for Sewer Meter replacement (\$30,000), 2 Hydromagnetic Pumps (\$16,000) and Main Building Generator (\$200,000). Vote 5-0.
6. Library: To support additional cost of Metal Roof replacement (\$275,000) via a Borrowing. Vote 5-0.
7. Town Hall Repairs: Replace Roof with Slate Roof (\$402,000); Replace Windows (\$405,000); Repoint Bricks (\$338,000). To be funded via Borrowing/Grants. Vote 5-0.
8. Sweetsir School: Replace Fire Alarm System. Vote 0-5.
9. Donaghue School: Replace Fire Alarm System. Vote 0-5.
10. Playground Department: Request for Equipment for new Playground from Free Cash (\$25,000). Vote 0-4
11. Open Space Committee: To support transfer from Open Space Account (\$10,000) to facilitate land purchase with assistance from Essex County Greenbelt Association. Vote 4-0.
12. Transfer from Free Cash: To OPEB Trust (\$52,494). Vote 4-0.

The Fall Town Meeting was held on October 15, 2018 and after consideration, the Capital Planning Committee made the following recommendations:

1. Public Safety Building: Support costs for construction of a new police station in the amount of \$6,000,000 subject to a proposition 2-1/2 Debt Exclusion. Vote 5-0. (The Override subsequently passed at the polls on November 6, 2018.)
2. Coastal Metal Site: Support \$350,000 for Cleanup and Testing. Vote 5-0.
3. Town Hall and Senior Center: Support \$18,000 in additional costs for replacement of HVAC Systems. Vote 5-0.
4. Bear Hill Well Fields: Support \$50,309.86 for repair and replacement. Vote 5-0.

The Capital Planning Committee recognizes that the Pentucket Regional School District will be presenting plans to build and/or renovate the Middle School and High School and we await more information on this project and its effects going forward.

Ricky Pinciario resigned from our committee in early 2018 and we thank him for his service. The Committee welcomed David Cressman and we look forward to his insights as we plan for the future capital needs of our community.

Respectfully submitted,

Janet Bruno, Chairperson  
Ricky Pinciario  
Sandra Venner  
Michael Marden (Representing the Finance Committee)  
Carol Traynor (Representing the Board of Selectmen)  
David Cressman  
Carol McLeod, Ex-Officio



## **MERRIMAC CONSERVATION COMMISSION 2018 ANNUAL REPORT**

The primary function of the Conservation Commission is to protect and preserve wetland resource areas as defined in the Massachusetts Wetland Protection Act (M.G.L Chapter 131, Section 40) and the Merrimac Wetland Protection Bylaw. Since Colonial times, Massachusetts has lost nearly one third of its wetlands to development. The loss of wetlands means the loss of the vital benefits they provide. These benefits include the protection of water quality for Merrimac's surface and ground waters, stormwater and flood damage protection, and the protection of wildlife and plant habitat.

The Commission works to protect the Town's natural resources in accordance with the Act and the Town Wetland Protection Bylaw. The Conservation Commission is composed of seven members who serve as unpaid volunteers, who are assisted by a part-time Wetland Agent. The Commission generally meets once a month on the fourth Tuesday of the month at the Public Library to conduct regular business and public hearings on proposed projects under the Commission's jurisdiction. When necessary, the Commission schedules special meetings and site visits to review projects. During the course of this year 8 regular meetings and 1 Special meeting were held and 4 site visits were conducted. There were 11 projects filed with the Commission, primarily involving construction of subdivision roads and utilities, new single-family homes, and additions to existing buildings throughout Merrimac. In addition to reviewing proposed projects submitted by property owners, the Commission addresses work that affects wetlands conducted without the required permits. In 2018 7 violation/enforcement orders were issued to property owners regarding work undertaken in violation of the Act and the Town Bylaw. A member of the Commission also participates in the Site Plan Review Committee under Merrimac's Zoning bylaw.

The Commission continues to implement the additional protection measures provided in the Merrimac Wetland Protection Bylaw and the Merrimac Wetland Protection Regulations when considering proposed projects in Town. The Bylaw was adopted at Town Meeting in the fall of 2003, and it became effective in late 2003. The regulations include a number of provisions to strengthen protection of Merrimac's wetlands beyond what is addressed in Massachusetts Wetland Protection Act including:

1. Provide added protection to wetlands with no or limited protection by state law such as isolated wetlands and vernal pools--wetlands that hold water in the spring long enough to provide critical breeding habitat for frogs, salamanders and other aquatic life and most dry up by mid-summer. Vernal pools are rare in the landscape. Many vernal pools are small, isolated wetlands that have little or no protection under the Massachusetts Wetland Protection Act.
2. Establish a no-disturb zone surrounding wetlands to protect wetlands from new development and encroachment from existing development.
3. Allow the Commission to issue fines to irresponsible property owners who ignore Wetlands Protection regulations and orders issued by the Commission and damage wetland resources.
4. Allow the town to charge reasonable application fees to defray the cost of administering the Bylaw.

If you are contemplating any work within 100 feet of a wetland, intermittent stream or within 200 feet of any river or stream that flows year-round (such as the Merrimack River and Cobblers Brook), you need to consult with the Commission prior to undertaking any work.

Wetlands are an important resource to the Town of Merrimac. They protect, filter, and provide the high quality of water in our water supply wells. They protect and support fish and wildlife in Lake Attitash, the Merrimack River, and other water bodies in town. They provide habitat and food sources for the birds, reptiles, amphibians and other animals that make Merrimac a unique place to live. They provide large tracts of open and undeveloped land that make up the quality of life we all enjoy in Merrimac. The Commission is eager to assist landowners in their decisions about whether and how to proceed with a project near wetlands. We encourage all residents to contact us regarding any questions or concerns related to the

Towns wetland resources. The Commission is always looking for interested citizens that may want to become involved in working to protect the valuable wetland resources we all share in Merrimac, so if you have an interest or expertise in protecting wetlands please contact any of the Commission members, or just attend one of the meetings, to get involved.

Respectfully Submitted,

MERRIMAC CONSERVATION COMMISSION

Robert Prokop, Chairman

Dennis Hogan, Member

Gregory Hochmuth, Member

Jerome Mathieu, Member

Jon Pearson, Member

Janet Terry, Member

Arthur Yarranton, Member

Jay Smith, Agent

## BOARD of HEALTH 2018 ANNUAL REPORT

The Board of Health meetings are held on the third Monday of the Month, or on an as-needed basis. We may be contacted at (978) 346-4066 or at [boh@townofmerrimac.com](mailto:boh@townofmerrimac.com). The office is staffed by the Health Agent to conduct all BOH matters.

During 2018, the Board of Health continued to participate in Homeland Security and the Emergency Preparedness Plan, and for these efforts we receive supplemental funding from the Regional Coalition. Deborah Ketchen, Health Agent, and Charlotte E. Stepanian, Public Health Nurse, are the primary representatives and contacts in this program.

**Deborah Ketchen** has been our Health Inspector since March 2006. In 2012 she received her Bachelor of Arts Degree, majoring in Homeland Security and Emergency Management. This accomplishment was achieved through Ashford University, Clinton, Iowa, by enlisting in their distance learning program for a period of 2-plus years.

Debbie regularly attends meetings of the NE Region 3A Coalition where training plans are formulated. She also acts as our representative during hearings that are litigated at the Housing Court. She is responsible for the ultimate enforcement of the Code of Massachusetts Regulations as they pertain to the minimum standards of health and safety. Attributed to the health agent's periodic monitoring, conditions in restaurants and rental units continually improve.

**Matthew Kirk** was voted as Chainman to the Board of Health his term continues until May of 2021.

**Christine Berube** was appointed to fill the remainder of a vacant term expiring in May of 2020.

**Jason Sargent** was elected in May of 2016. His term with the Board of Health continues until May of 2019.

**Deborah Ketchen** has assumed the position as the Administrative Assistant for the Board of Health. She handles inquiries from the general public and assists contractors and business owners with licenses and permits. Several responsibilities include updating records, maintaining BOH files and transcribing minutes of meetings.

### Annual Licenses or Permits

Annual application forms and regulations may be obtained at the Board of Health office or on our web site at [www.townofmerrimac.com](http://www.townofmerrimac.com). Applications and notification of expiration are no longer mailed. Annual license fees are payable by December 31 each year.

Respectfully submitted,

Merrimac Board of Health

Christine Berube Term expires 2020

Matthew Kirk Term expires 2021

Jason Sargent Term expires 2019

## Board of Health FY-2018

### Licenses

Manufactured Homes	\$100.00
Food Establishment	\$770.00
Catering	\$50.00
Common Victualler	\$400.00
Milk License	\$70.00
Tobacco	\$150.00
Non PHF Retail	\$150.00
Peddler	\$20.00
Mobile Food	\$50.00
Septic Installer	\$750.00
Septic Hauler	\$150.00
Tanning	\$50.00
Installers Tes	\$125.00

Total \$2,835.00

### Permits

Septic install/Repairs	\$5,335.00
Well/Pump	\$300.00

Total \$5,635.00

## MOSQUITO CONTROL PROGRAM INFORMATION

For more information on the Northeast Massachusetts Mosquito Control and Wetlands Management District, call 978-463-6630, or 978 352 2800.

**SURVEILLANCE and LARVICIDING** are of the utmost importance, and they comprise the greatest portion of the program cost. This is the regular testing of mosquitoes and birds for the virus, and the application of larvicides to mosquito breeding areas to kill or inhibit the growth of mosquito larvae (the early stage of the mosquito) from developing into the adult form. Continued annual surveillance is an early intervention or preemptive action to prevent a potential mosquito breeding site from becoming an actual mosquito breeding site.

**ADULTICIDING** is a term used by mosquito control to describe spraying for adult or flying mosquitoes. There are two kinds of adulticiding: Aerial, done by aircraft only in the event of a public health emergency; and Ground, sprayed from trucks selectively in accordance with the individual municipality's Best Management Practice Plan (BMP).

Ground Adulticiding is used in today's programs to control the mosquito populations in their aquatic or larval stages. This is accomplished by means of a truck-mounted Ultra Low Volume (ULV) aerosol sprayer. ULV sprays up to six ounces of insecticide per acre, creating a 300- to 400-foot swath. Depending on wind direction this swath will drift off the road; and tiny droplets will impinge on mosquitoes, effectively controlling the mosquitoes in the area.

**Insecticide:** The District uses Anvil (EPA Reg. No. 1021-1688-8329) for ULV applications. The active ingredient, Sumithrin, has a very low toxicity to mammals. This product is registered for use by the US EPA and the Mass. Pesticide Bureau. All District personnel are certified applicators and annually attend seminars to obtain recertification credits.

Most people are not expected to experience any adverse health effects after pesticide spraying for adult mosquito control. This includes pregnant women and unborn children. If a person has any concerns, the Board of Health may be contacted to request that spraying be excluded from the specific property.

Ground sprays do not pose an unreasonable risk to birds or mammals. Since spraying is done in the late evening, the bees and other flying insects are not foraging at that hour and will not be affected.

**West Nile Virus:** The primary mosquito carrier of WNV, *Culex Pipiens*, usually breeds in artificial containers such as catch basins, storm water structures, industrial parks and commercial or agricultural livestock facilities. Regularly empty any water-holding containers on your property such as garbage cans, flower pots, swimming pool covers, watering troughs and birdbaths, and dispose of old tires.

Information about EEE and reports of EEE activity in Massachusetts during 2008 can be found on the MDPH website at [www.mass.gov/dph/wnv/wnvl.htm](http://www.mass.gov/dph/wnv/wnvl.htm). Merrimac will continue to work closely with the MDPH Arbovirus Surveillance Program and the NE Massachusetts Mosquito Control Agency on mosquito control and surveillance efforts. Decisions regarding spraying will be made by the Board of Health in cooperation with the Mosquito Control Agency. As long as this program is continued annually, we remain protected from severe outbreaks.

Respectfully submitted,

Merrimac Board of Health  
Karen Gray      Term expires 2020  
Matthew Kirk    Term expires 2018  
Jason Sargent    Term expires 2019



**Commonwealth of Massachusetts**  
STATE RECLAMATION AND MOSQUITO CONTROL BOARD

**NORTHEAST MASSACHUSETTS MOSQUITO CONTROL  
AND WETLANDS MANAGEMENT DISTRICT**

118 Tenney Street  
Georgetown, MA 01833  
Phone: (978) 352-2800  
[www.nemassmosquito.org](http://www.nemassmosquito.org)



Roy E. Melnick: *Executive Director*  
William Mehaffey, Jr.: *Operations Manager*  
Emily D.W. Sullivan: *Wetlands Project Coordinator*  
Kimberly A. Foss.: *Entomologist*  
Robyn A. Januszewski: *Biologist*

*Commissioners*  
John W. Morris, CHO: *Chair*  
Vincent J. Russo, MD, MPH: *Vice Chair*  
Paul Sevigny, RS, CHO  
Joseph T. Giarrusso, Conservation Officer  
Rosemary Decie, RS

**2019 Best Management Practice Plan  
Merrimac**

**FY20 Percentage of assessment allocated to specific measures as prescribed by individual municipalities  
Best Management Practice (BMP) in the Town of Merrimac**

NEMMC is requesting an increase of 1.5% in the assessment for FY 2020 due to continued increases in operational costs that include an increase in the cost of leasing the facility, increased costs in purchasing pesticides, an increase in costs for vehicle/heavy equipment maintenance and repairs, a cost of living increase, step raises and payroll taxes. Our primary goal is to protect our subscribing communities from virus. We will do all in our power to reduce the mosquito populations on a regional and town wide basis, thus reducing the virus risk to our residents. We look for continued support and understanding from all the communities we serve if we are to be successful.

Assessment: As estimated by the Massachusetts Department of Revenue, Division of Local Services, in accordance with Chapter 516 of the General Laws of the Commonwealth. The assessment formula is based on a regional concept, which considers square miles and evaluation. The District offers this breakdown as a general guide to how funds are allocated specific to your community.

FY20 Estimated District Budget for the Town of Merrimac	\$ 28,313.00
FY20 State Reclamation and Mosquito Control Board	\$ 1,180.00
FY20 Total Estimated Assessment for the Town of Merrimac	\$ 29,493.00

*-Committed to the principals of mosquito control and wetland management -*

**District Control Measures specific to Merrimac**

General Operational Cost Share

Regional Adult Mosquito Surveillance Program

Regional Vector / Virus Intervention

Surveillance

Ground Larviciding

Catch Basin Treatments

Manual Ditch Maintenance

Adulticiding (**Resident and/or Board of Health requests**)

Barrier Treatment (**School officials and/or Board of Health requests**)

Ditch Maintenance / Wetlands Management

Tire Recycling Program

Property Inspections

Mosquito Habitat Mitigation

Research and Development

Education and Outreach

Social Media



## 2018 Merrimac Mosquito & Arbovirus Surveillance Summary

Above average mid to late summer temperatures mixed with increased precipitation caused increases in most summer floodwater mosquito populations. Due to these same conditions; populations of container and floodwater breeding mosquitoes increased significantly resulting in heightened WNV activity statewide. The mosquito collections from our gravid traps and the number of positive mosquito pools "batches" in our district and statewide reflect this increased WNV activity. At the end of the season the states drought level was reversed; mosquito species requiring steadier groundwater reserves (*Cs. melanura*, *Cq. perturbans*) seemed to bounce back considerably from the additional precipitation the state received during the 2018 season.

Catch basin larvicide treatments (completed on 6/29/2018, school basins on 7/13/2018) reduced *Cx. pipiens/restuans* populations breeding in this habitat type throughout the season. The district treated a total of 635 basins in Merrimac. Coordinated basin cleaning schedules with the DPW results in much earlier catch basin treatments which increase this reduction. Additional public education is needed to help further reduce *Cx. pipiens* breeding on agricultural fields, flooded lawns, in abandoned pools, gutters and in unattended artificial containers on residential properties.

- The District collected 4 discarded tires from the Bear Hill Road Pump Station on 5/9/2018.
- There was also 1 residential adulticide request completed.

<u>Total Mosquito Collected in Merrimac</u>	<u>2017</u>	<u>2018</u>	<u>% change</u>
16 Resting Boxes	71	63	-11%
1 CDC CO2/Light Trap	8,851	1,041	-88%
1 Gravid Trap	61	173	184%
<b>Totals</b>	<b>8,983</b>	<b>1,277</b>	<b>-86%</b>

<u>Mosquito Species- pest/disease list- Merrimac</u>	<u>2017</u>	<u>2018</u>	<u>Change</u>	<u>WNV/EEE</u>	<u>District Total-2018</u>
				<u>±</u>	
<i>Culiseta melanura</i> (red maple swamp/acid bog)	67	15	-78%	NO	1,072
<i>Culex pipiens</i> (container/catch basins/high organics)	2	51	2,450%	NO	1,365
<i>Culex restuans</i> (container/catch basins)	11	41	273%	NO	374
<i>Culex salinarius</i> (brackish water/phragmities/roadside ditches)	235	6	-97%	NO	2,527
<i>Coquillitidia perturbans</i> (cattail)	7,774	829	-89%	NO	27,474
<i>Aedes vexans</i> (rainwater/fresh floodwater)	155	38	-75%	NO	813
<i>Ochlerotatus japonicus</i> (tree hole/container breeder)	19	59	211%	NO	501
<i>Ochlerotatus sollicitans</i> (salt marsh)	0	1	-	NO	932
<i>Ochlerotatus cantator</i> (salt marsh)	5	81	1,520%	NO	5,848
<i>Ochlerotatus canadensis</i> (snowmelt/woodland pool)	121	5	-96%	NO	1,109



- 3 mosquito pools/batches from Merrimac were sent to the MA DPH lab for testing in 2018.

There were **no WNV/EEE isolations in Merrimac for 2018**. However, there was 1 WNV infected mosquito pool collected from Newbury and 2 WNV infected mosquito pools and a human WNV case from neighboring Haverhill. At the end of 2018, the arboviral risk level for Merrimac was at LOW for EEE and MODERATE for WNV. Risk Categories are described in Table 2 of the 2018 MDPH Surveillance and Response Plan.

#### Mosquito infection history (WNV/EEE) in Merrimac:

Collection Date	Species	Test Type	Result
8/21/2013	<u>Culiseta melanura</u>	WNV	Positive
8/21/2013	<u>Culiseta morsitans</u>	WNV	Positive
8/14/2013	<u>Culiseta melanura</u>	EEE	Positive
7/29/2013	<u>Culex pipiens/restuans</u> complex	WNV	Positive
9/23/2012	<u>Culex pipiens/restuans</u> complex	WNV	Positive
9/14/2011	<u>Culiseta melanura</u>	WNV	Positive
9/16/2009	<u>Culiseta melanura</u>	EEE	Positive
8/26/2009	<u>Culiseta melanura</u>	EEE	Positive
8/26/2009	<u>Aedes vexans</u>	EEE	Positive
8/19/2009	<u>Culiseta melanura</u>	EEE	Positive
9/03/2008	<u>Culiseta melanura</u>	WNV	Positive
7/30/2008	<u>Culiseta melanura</u>	WNV	Positive
9/25/2006	<u>Culiseta melanura</u>	EEE	Positive
9/13/2006	<u>Culiseta melanura</u>	EEE	Positive
9/06/2006	<u>Culiseta melanura</u>	EEE	Positive
8/23/2006	<u>Culiseta melanura</u>	EEE	Positive

Merrimac and nearby communities possess large stretches of forested wetlands which provide appropriate breeding sites for the EEE vector Cs. melanura, and could serve as a local focus of EEE. Furthermore, with nearby southeastern New Hampshire being a focus for EEE spread, there will always be concern of transmission and human infection by this virus in Merrimac and all surrounding municipalities. From July until the first heavy frost, Merrimac residents should take necessary precautions to reduce the risk of infection from these viruses, regardless of low mosquito populations and/or aggressiveness of control.

Refer to the 2018 Massachusetts State Arbovirus Surveillance and Response Plan viewed online at:  
<https://www.mass.gov/lists/arbovirus-surveillance-plan-and-historical-data#response-plan->

### Focus of Operations for 2019

Regional control efforts will focus primarily on larval surveillance and treatment, adult mosquito surveillance, virus testing and preemptive virus intervention strategies. Specific to Merrimac the primary focus of control efforts will be on freshwater larviciding, catch basin treatments and virus intervention for WNV and EEE.

- School IPM program coordinators should confirm all schools are updated for outdoor mosquito control with our District for 2019. Coordinators please call our office or visit the MDAR School IPM website @

<https://massnrc.org/ipm/schools-daycare/ipm-tools-resources/ipm-plan-maker/make-your-ipm-online/locate-school-plan.asp#> for more information.

### **Regional Control Measures**

**Regional Adult Mosquito Surveillance Program:** CDC/CO2 Light traps are used to sample the adult mosquito population, monitor both short and long term trends and determine population density of bridge vectors (human biters) of WNV and EEE. Gravid traps are designed to collect adult female *Culex* species the primary vectors (bird biters) of WNV.

At least one of these dual function units is placed in a fixed location in each member municipality for a total of 36 deployed throughout the District. Mosquitoes are collected and identified from each trap once per week beginning mid-May until September 31<sup>st</sup>. The MA DPH may extend testing into October. In the event mosquitoes collected from these traps test positive for EEE or WNV the District will add supplemental CDC CO2/Light traps at specific sites within the municipality.

#### **Supplemental trapping criteria for 2019:**

After the 1<sup>st</sup> positive WNV/EEE primary vector species (bird biters) in any municipality supplemental traps could be placed in locations with these parameters:

- Radius of collection
- Distance from historic trap
- Topography
- Human population density
- Bridge vector potential breeding sites
- Schools/parks/recreation areas
- Site security
- Wetland/wooded/shaded/moist areas

Supplemental mosquito collections will be sent to State Laboratory for arbovirus testing.

The District will operate 128 resting boxes at 16 sites. Resting boxes are designed to collect blood fed female *Culiseta melanura* mosquitoes relevant to EEE transmission. Eight resting boxes will be placed at each fixed location and there will be two fixed locations in communities bordering New Hampshire as well as other communities considered to be at risk. The District will collect and identify samples from each trap every week and the specimens will be tested for virus.

In the event *Cs. melanura* mosquitoes collected from resting box sites test positive for EEE the District will deploy supplemental CDC CO2/Light traps in high risk areas.

**Virus Testing:** Specimens from our trap collections will be sent to The Massachusetts Department of Public Health (MA DPH) to be tested for the presence of encephalitis viruses. Our District mosquito testing results will be available on Fridays of each week. The MA DPH will contact the municipalities BOH officers as well as our District of any positive test results.



Mosquito virus testing criteria for 2019:

Phase I

- June 15<sup>th</sup> to August 1<sup>st</sup>
- Primary vectors (bird biters): *Cs. melanura*, *Cs. morsitans*, *Cx. pipiens* and *Cx. restuans*
- Other mosquito species may be tested on a case by case basis.

Phase II

- August 1<sup>st</sup> to October 1<sup>st</sup> (or October 15<sup>th</sup> for MA DHP extended season)
- Primary vectors (species listed above) + Bridge vectors (bird/mammal biters): *Ae. cinereus*, *Ae. vexans*, *Cq. perturbans*, *Cx. salinarius*, *Oc. canadensis*, *Oc. japonicus*, *Oc. taeniorhynchus*, *Ps. ferox* and *Oc. sollicitans*
- Other mosquito species may be tested on a case by case basis.

**Regional Vector/Virus Intervention:** Control efforts will focus on early intervention strategies in municipalities that have shown a greater risk to mosquito borne virus based on events of the previous seasons and surveillance data as prescribed in the District's Integrated Pest and Vector Management Plan (IPVMP). This approach is in the best interest of all member municipalities as focused early intervention strategies seem to demonstrate containment of WNV, and may reduce the risk of EEE exposure to humans and the migration of virus to other municipalities.

**Regional Aerial Salt Marsh Larviciding Program:** Coastal salt marshes in neighboring communities from Ipswich to the New Hampshire border will be aerially larvicided by helicopter to control salt marsh mosquitoes in accordance with the respective Best Management Practice Plans. Salt marsh mosquitoes are capable of flying up to 25 miles in search of a blood meal and then return to the salt marsh in order to lay eggs. Coastal communities as well as many inland cities and towns receive direct and immediate benefit from the control of salt marsh mosquitoes.

- Aerial bacterial larviciding operations in coastal communities (2 treatments in 2018). These applications provide relief from salt marsh mosquito (*Oc. cantator/Oc. sollicitans*) hatches for all municipalities in our District.

**Control Measures Specific to Merrimac**

**Ground Larviciding:** Larviciding sites from the District's data base, including retention ponds, detention basins and areas requested by the local Board of Health will be checked and treated for mosquito larvae as necessary, beginning in March or as snow melt allows, to September 30<sup>th</sup> and beyond if circumstances warrant and conditions allow.

**Catch Basins:** Catch Basin treatments will be scheduled with local DPWs so that each municipality's annual cleaning of basins does not jeopardize the treatment and effectiveness of the larvicide used to control mosquito larvae in these basins. **The timing of catch basin cleaning is very important and will dictate what type of larvicide will be used to control the mosquito breeding in these basins.** BT/BS (bacterium) products work very well to control mosquito larvae in cleaned basins, but do not work well in uncleared basins or ones high in organic matter. A Methoprene product would have to be used in uncleared catch basins. Depending

on the DPW's cleaning schedule, basins will be checked and treated as necessary beginning May 1st through August 31st.

**Manual Ditch Maintenance:** In the course of ground larviciding and catch basin treatments, roadside ditches and culverts will be manually cleared of manageable blockages and debris in order to reduce mosquito breeding habitat and / or potential habitat.

**Adulticiding:** The District uses a system called Ultra Low Volume (ULV) for ground adulticiding applications. ULV is designed to dispense very small amounts of pesticides over a large area. While this is a cost effective means of reducing mosquito populations on a large scale, it only affects those mosquitoes present at the time of the application and repeated applications are sometimes necessary to sustain the initial reduction in the mosquito population in some areas.

Science based selective adulticiding of specific areas will be provided as follows: **By request of residents and/or the local Board of Health, not to exceed one day per week from June 1<sup>st</sup> to September 30<sup>th</sup> or as circumstances warrant and conditions allow. Virus intervention will be provided with recommendations from Northeast MA Mosquito Control of specific areas to be targeted. Applications to schools must be in compliance with MGL ch85.**

- **Residential Pesticide Exemption:** Residents who request their property be excluded from pesticide applications must comply with the legal process to exempt their property. Pursuant to 333 CMR 13.03, individuals may request exclusion from wide area applications of pesticides by the District for the 2019 calendar year starting January 1<sup>st</sup> 2019. Requests **must be made to the Department of Agricultural Resources** online, and **will go into effect 14 days** from the date the request is received. All exclusion requests expire on December 31<sup>st</sup>, 2019. The exclusion request can be accessed from either our districts website or directly from the Department of Agricultural website:

<https://www.mass.gov/how-to/exclusion-from-wide-area-pesticides-application>

**Barrier Treatment:** To reduce the need for repeated ULV applications and provide more sustained relief from mosquitoes in high public use areas, the District can provide barrier treatments to public use areas such as schools, playgrounds, athletic fields, etc., at the request of the Board of health and/or school departments. **Applications to schools must be in compliance with MGL ch85.**

**Ditch Maintenance / Wetlands Management:** The town may petition the District to undertake larger scale ditch maintenance projects, wetland enhancement and restoration projects requiring specialized mechanized equipment and expertise. Petitioned sites will be evaluated and a site specific proposal will be written for acceptable projects. Wetland management projects must have a mosquito remediation component. Wetland management projects may be beyond the scope of any municipality's assessment and may require a separate and additional appropriation.

**Tire Recycling Program:** Tires have historically been discarded on public and private properties, in both upland and wetland environments. Once a pile is started it can quickly grow into a substantial public health issue and is a known source of mosquito proliferation.



Discarded tires almost always hold water and are a prime location for artificial container breeding mosquito species, most notably *Culex pipiens*, *Culex restuans* and *Ochlerotatus japonicus*. *Cx. pipiens* and *Cx. restuans* are considered to be the key vector species of both encephalitis viruses in the District. *Oc. japonicus* is a new species to Massachusetts since 2000, and is thought to have been imported into the United States in used tires. *Oc. japonicus* has also shown to be a competent vector of West Nile virus. Invasive mosquito species are known to travel in containers like tires.

*Aedes albopictus*, an exotic invasive species, is now established in Central and Southern Massachusetts and has made an appearance in the Northeast District during 2018. This species has the potential for arbovirus transmission and breeds in discarded tires. As in previous seasons, the district will be maintaining tire water sample programs, tire collections and larviciding in order to monitor and control the spread of this species in the district.

**Property Inspection:** While the District is authorized under the provisions of Chapter 252, section 4 of the General Laws of the Commonwealth to enter upon lands for the purpose of inspection, it is not a regulatory agency. It also is not our intention to impose on any resident or business, but rather to be a resource for information and technology to help property owners prevent or abate mosquitoes to the mutual benefit of the property owner and the community.

The district receives many requests from municipal Boards of Health to inspect abandoned properties. With the increased health risk associated with property abandonment the District will take an aggressive approach to property inspections. In the course of our routine activities in your community, if we discover such properties, we will inspect and report these properties to the Board of Health. We understand that addressing concerns related to such properties is a matter of time and process. In the long term we will offer any support that may be appropriated to resolve mosquito problems related to such properties and in the short term with the Board of Health's support we will implement the necessary control measures to mitigate the immediate mosquito problem associated with such properties.

**Mosquito Habitat Mitigation:** The District will represent the town's mosquito control concerns in an advisory capacity relative to proposed development and where prudent as requested by local health officials.

**Research and Development:** The District will evaluate the efficacy and efficiency of current control methods, investigate new methods, procedures and technologies in mosquito control and wetlands management and evaluate their implications for use in Merrimac.

**Education and Outreach:** The District will present educational displays and programs on mosquito control and related wetlands management programs at the request of health officials, schools or civic organizations. The District will also monitor and update local schools, daycares etc. regarding IPM plans and current child protection requirements.

**Social Media:** In the recent past, the District has recognized the need to provide information on our activities in a timelier manner. Social media is proving to be the go to method of disseminating information for many companies and individuals.

*2019 Best Management Practice Plan: Merrimac*

The District maintains a valuable website. This site is full of resources, information and provides more timely updates of our activities. We have found that many questions can be answered through our website and we will continue to increase our web presence.

[www.nemassmosquito.org](http://www.nemassmosquito.org)



## TOWN OF MERRIMAC

Nursing Services  
100 East Main Street  
Merrimac, MA 01860  
Tel: 978-346-9549

[nurse@townofmerrimac.com](mailto:nurse@townofmerrimac.com)

### Public Health Nurse Report for FY 2019

This fiscal year early on was consumed with getting Nursing Services acclimated into being a department into itself with the new structuring of nursing services becoming its own stand-alone department. Since my hire in 1971, I had worked as part of the Board of Health and beginning in 1998 had shared time with the Council on Aging/Senior Center. My office home has been within the Senior Center structure since it came into being here in Merrimac. Prior to that nursing services were delivered in and from my kitchen since I had no professional home base or office. There has been a great deal of history that could be told as both nursing and health care have evolved over the years since my hiring. But after overcoming the learning curve involving the multiple computer and paper forms and due dates, it was pretty much business as usual again.

Services continue to be delivered within the community at Senior Living facilities and at the Senior Center which include medication management and remediation, blood pressure monitoring and education as well as administering scheduled Vitamin B12 injections prescribed and ordered by their physician. This service eliminates the need for having to return to the out-of-town office to receive the injection and pay for an office visit.

My monthly "***Thought You'd Like To Know***" column in the Senior Center Newsletter has been in existence since September 1998 with something new in the way of health education each month. I am told that I have quite the following that go directly to that page first each month. Many experienced my academic journey over the years and became familiar with the environmental issues and concerns of today.

Merrimac's Sharps Collection program continues. All Sharps are brought to the Senior Center for disposal and must be in an approved Sharp's container. Regulation Sharps containers are available for purchase at a minimal cost at the Senior Center. Medication disposal continues to be available in the police station lobby in the green kiosk I purchased several years ago with proceeds from Flu vaccine reimbursement.

There were 124 doses of Quadravalent Flu vaccine purchased from Sanofi Pasteur administered during the fall months. I am awaiting the reimbursement receipts to arrive in the coming months. Merrimac continues with the UMass Medical Center Reimbursement program for receiving the reimbursements. Since there is no medical practice within the town boundaries to affiliate with, I refer administration of other vaccines to area pharmacies.

I am available for questions and concerns at my Senior Center office on Mondays, Tuesdays, Thursdays and Fridays between 11 am and 1 pm. Messages or inquiries can be left by calling the Senior Center @ 978-346-9549.

Respectfully submitted,  
*Charlotte E. Stepanian*  
Charlotte E. Stepanian, MSN, RN-BC

**ANNUAL REPORT  
of the  
Merrimac Historical Commission  
For the year ending December 31, 2018**

To the citizens of Merrimac:

During 2018 there were no separate matters brought before the Merrimac Historical Commission that required formal action by the Commission.

Similar to all other years, there have been numerous requests for historical information from any number of residents. Most prevalent have been the questions about the history and age of individual private homes. This year home history requests were made for the following: two houses on Church Street, one house on Birch Meadow Road, one house on Pine Street, one house on Hadley Road, one house on Adams Street, one house on School Street, and one house on Little's Court.

Also this year there was a formal request for information from a gentleman who had two stone objects found at Lake Attitash—one he believed to be a native American projectile point and the other a hide scraper.

Fortunately, we were able to fill a formal request from *Essex County Greenbelt* for a complete history of the Merrimac Town Forest to supplement their project to increase the size of the Merrimac Town Forest by purchasing a 25 acre parcel on the northwest corner of the existing Town Forest (at the intersection of Battis Road and Huse Road.)

Once again, Historical Commission members continue to assist with showing the Merrimac Historical Museum to the general public on Sundays, May-October, from 2-4 P.M. and during the Old Home Day weekend.

Respectfully submitted,

Jeffrey W. Hoyt, *Chairman*  
Yvonne D. Cosgrove  
Carl J. Walden



## **Merrimac Cultural Council 2018 Annual Report**

The Merrimac Cultural Council is a board of local volunteers with demonstrated interest in the cultural life here in Merrimac. Each year the Massachusetts Cultural Council allocates proportional grant amounts to the local cultural councils in cities and towns in Massachusetts. The purpose is to fund projects in the arts, humanities, and interpretive sciences to benefit the residents of each community. These funds are applied for by non-profit organizations, presenters, or members of the public every October through a grant application process.

The Merrimac Cultural Council favors local applicants with established venues or sponsors. We fund arts-related projects when feasible, and encourage new applicants or projects of particular interest to our local community. When reviewing applicants, we also consider local needs, a balanced age range and scope of audiences, community involvement, and diversity.

Each year we fund many programs at the library, the Senior Center, and during Old Home Days, among other local venues. Input from the community is always welcome and we encourage new memberships annually. Members are appointed by the Merrimac Selectmen. Each member is appointed for a three-year term and can be reappointed for one additional three-year term. At the end of the second term, there must be at least one full year before the member can be reappointed.

For the 2019 grant cycle which occurs in 2018, the Merrimac Cultural Council will operate the second year of paying out grants in advance rather than as a reimbursement as in prior years. In 2017, the Merrimac Cultural Council worked closely with Ann Jim, Town Accountant to establish the protocol for this process. As a part of this protocol, Council members are assigned to attend each funded event. There is also regular communication with the Chair and each event contact to confirm the event is happening to get new dates if it is rescheduled. If the event doesn't happen, as in the case with two of our 2018 funded grants, the grantee can request the funds to be reallocated. In 2018, we had two such requests. One was approved and one was denied. For the denied reallocation, funds were returned to the town for regranting in 2019.

## 2019 Grants:

Name	Project title	Amount
Bates, Davis	Celebrating the Season: a Winter Holidays performance	\$300
Chester, Mark	Bay State: A Multicultural Landscape - Photographs	\$650
Henderson, Steven	Mabel and Jerry - Obstacles to the Altar	\$300
Merrimac Public Library	Little Red Wagon Touring Troupe	\$300
Merrimac Public Library	Exhibit Advisor at the Merrimac Public Library	\$560
Merrimac Public Library	Boston Mobile Dance Studio	\$180
Merrimac Schools PTO	Merrimac Schools PTO Movie Night	\$350
Merrimack Valley Concert Band	Merrimac Old Home Days Performance with the MVCB	\$750
Newburyport Chamber Music Festival	Newburyport Chamber Music Festival	\$450
Newburyport Choral Society	NCS Spring Concert 2019 - Voices of America	\$250
Newburyport Literary Association, Inc.	Newburyport literary festival	\$250
OnStage, Inc. dba Theater in the Open	2019 Spring Panto	\$400
Open Air Sculpture	Outdoor Sculpture at Maudslay 2019	\$200
Root, John	Attracting Birds, Butterflies, and Other Beneficia	\$300
The Museum of Printing	Printing Arts for All Seasons	\$260

For more information go to: @MerrimacCulturalCouncil on Facebook.

## 2018/2019 Members

Julia	Bethmann	Chair
Courtney	Breen	
Alex	Cain	
Chrissy	Corkery	
David	Cressman	
Gillian	Hosman	Secretary
Eleanor	McCarthy	
Rick	Olson	Mail
Carole	Sokolowski	Treasurer

## 2018 Annual Report of the Affordable Housing Board of Trustees

The Affordable Housing Board of Trustees (AHBT) was established in June 2009 in accordance with the Town By-Law voted in May 2008.

The Board continues to support the Town's efforts to re-develop the former site of Coastal Metals at Little's Court as affordable housing. The North Shore Community Development Coalition (NSCDC) was selected to develop the site along with town owned property at 28 School Street. Demolition of the existing building and soil testing at the site has revealed that more clean-up work is necessary before construction can move forward. Funds are being sought for this work.

The program administered by the City of Amesbury to assist nine Merrimack moderate income households with home improvements through a Community Development Block Grant was successfully concluded at the end of the year.

The AHBT assisted the Merrimack Valley Planning Commission develop a regional Housing Production Plan (HPP). The plan will guide the development of strategies to increase affordable housing throughout the 15 communities. The Board reviewed and updated Merrimack's strategies for affordable housing development in its current HPP that were incorporated into the new regional plan. The state approved the regional plan in July, extending Merrimack's existing HPP to 2022.

The AHBT also took action to support the efforts of other town boards and departments. The Board worked with the Building Commissioner's office to submit an application for the Governor's Housing Choice Initiative. The town was notified that it was accepted into the program, making the town eligible for future state grants including for creation of affordable housing units and support for hiring a regional housing coordinator. An application for a Comprehensive Permit project of 189 apartment units off of High Street near I-495 was submitted in June to the Zoning Board of Appeals (ZBA). The AHBT reviewed the proposal and sent a letter to MassHousing supporting the development with several stipulations including that 33% of the units be maintained as "affordable" rather than the minimum of 25% required. The public hearing to review the matter continues before the ZBA.

Respectively submitted by:

Sandra Venner, Chairperson	Term expires	2020
Laura Dillingham-Mailman	Term expires	2020
Phillip Parry	Term expires	2020
Colleen Ranshaw-Fiorello, Secretary	Term expires	2020
Vacancy	Term expires	2019
Carol Traynor, Representative of Board of Selectmen	Term expires	2019
Dawne Young	Term expires	2019

# Merrimac Council on Aging And Senior Center FY 2018 Annual Report

As I have noted in previous annual reports, the staff at the Council on Aging cross-trains within our department, works with a team approach and collaborates with other departments within Town and other agencies. We also collaborate with other COA's to be able to deliver better programming and services. We would like to thank the Selectmen, Merrimac Fire and Police Departments, E.S.C.A. P.E., the Merrimac Public Health Nurse, Public Health Department, Merrimac Light Department, Merrimac Cultural Council, and the Merrimac DPW; Essex County Sheriff's Dept., Executive Office of Elder Affairs, Elder Services of Merrimack Valley, Community Action, Merrimac Housing Authority and our legislators. We are also grateful for the support from local residents and businesses including Northern Essex Elder Transport (NEET), Merrimack Valley Health Center, MA Commission for the Blind, the Merrimac Lions Club, Steven St. Germain, DDS, and AARP, Serve Pro, and the Girl Scouts & Boy Scouts.

*Breakfast with the Chiefs* has been a great opportunity to bring town officials, legislators and many others to the table for open discussions on events and town news. Seniors and community members are invited to attend for breakfast and the opportunity to ask questions, share concerns and learn about happenings. We try to hold the breakfast once a month except for summer and holidays.

The Friends of the COA have successfully brought back the Senior Scramble fundraiser in June. The money raised from this event along with other donations made throughout the year make it possible for them to support and sponsor the Nutrition Program, Transportation and special events and programs offered at the Senior Center. They donate \$600 per month to the Senior Center to help with the meals program, transportation and the LGBT Senior Social Supper. A special thank you is extended to them for their hard work!

The Council on Aging core programs offered through the Senior Center are: Nutrition (congregate meal site, food pantry); Transportation (COA van and NEET volunteer drivers); Outreach (Identifies Needs, Case Management, Home Visits and Calls), Information and Referrals; and Health & Wellness (Intellectual, Social, Emotional, Vocational, Spiritual, Educational and Physical), and Activities and Services offered at the Merrimac Senior Center include (but are not limited to):

AA Meetings	Cultural and Educational	LGBT Social Connections (3 <sup>rd</sup>
Advocacy & Representation	Events/Workshops	Thursday of month at 6:30)
Bingo	Crochet & Knitting	Library
Blood Pressure Clinic	DMV-DOT-Registration &	Line Dancing (F)
Book Club & Guest Authors	License assistance	Low Vision Support Group
Bocce	Exercise Classes (M/W/TH)	(Including field trips)
Bowling at Leo's	Friendly Visiting	Group/Speakers
Breakfast with the Chiefs	Flu Clinics (Seasonal),	Lunch Club
Bridge	Vitamin B-12 shots	Medical Equipment Lending
Candidate & Issues Forum	45's Card Game (T)	Men's Group
Caregivers Support Group	Friends of COA Mtg.	Movies at the Center
Chair Yoga	(1 <sup>st</sup> Tue of Month)	"Mr. Fix-it"
Congregate Meals	Friends Senior Scramble	Newsletter Committee
Copying	Free Birthday Lunch	Our Neighbors' Table
Craft Fair-Annual	Health Fair-Annual	Food Pantry Site*
Crafters Gift Shoppe	Hearing Clinics	Outreach
Crafters Meeting-	Holiday Parties	Painting Classes
1 <sup>st</sup> Wed of Month	Ice Cream Socials	Peggy's Senior Food Pantry
Cribbage	Information & Referrals	a Partner of ONT*
Cross Stitch	Intergenerational Programming	Public Health Nurse –
		Information & Consulting

Podiatry (Foot care) Clinics	Senior Sing-a-long	Tax Preparation (seasonal)
Poker	Senior Tax Work Off Program	Transportation-Van & Northern
Pool	SHARPS (needles) Collection	Essex Elder Transportation-
Powerful Tools for Caregivers	Site through Town Nurse	(NEET) Volunteer Drivers
Quilting	SHINE (Health Insurance Help)	Trips
Reassurance Calls	Shredding (Secure) Free	Volunteer Opportunities
Rug Hooking	The Centerpiece (Newsletter-	Yoga
Seasonal Events	Available by mail & Online)	Walking Club
Senior Health Fair*	Travel Club – Day trips, and	Zumba
(4 <sup>th</sup> -Tuesday in Sept.)	Guided Travel Tours!	
	Tai Chi	

On the fourth Tuesday of September we held the **5<sup>th</sup> Annual Senior Health Fair** and again it was a huge success thanks to the vendors, volunteers and hundreds of participants. Although the weather was less than ideal, we were still able to enjoy a picnic lunch under the tents and umbrellas, thanks to a great group of volunteers who help us set everything up in advance!

In November, the Merrimac Senior Crafters once again held their hugely successful annual Holiday Craft Fair and Café. The crafters meet throughout the year planning and making items, visiting other fairs for ideas and inviting other crafters to attend our fair.

The Senior Center Staff consists of Laura Dillingham-Mailman, Executive Director; Ann Murphy, Administrative Assistant; Eileen Murray, Kitchen Manager & Cook, Cook (PPT); Geraldine Morenski, Outreach Coordinator (retired October 2017); Charlotte Eileen Stepanian, Public Health Nurse, MSN, RN-BC; Christina Connor, Senior Aide, Van Driver, Kitchen Asst.; Sandy Blanchet, Volunteer Coordinator; Bonnie Kitsakos, Nutritionist; Nicholas Fiorello, Van Driver; and Wayne Jones, Custodian. In June we welcomed Barbara Daly Farquhar, LSW and Colleen Forrest to form the Human Services Outreach team.

Volunteers are vital to the success of the Senior Center. They keep everything humming-with their enthusiasm, smiles, and “can-do” attitudes! As I have stated in the past, Volunteers lend their expertise and time as drivers, receptionists, dispatchers, kitchen assistants, food pantry organizers, trip leaders, group leaders, tax assistance, craft fair organizers and craft shop participants and handy men providing over 7,000 Volunteer hours\* (\*This does not include those who don’t remember to sign in to record their hours) of service to the Senior Center. The Senior Center Crafters Showcase and annual Holiday Fair have provided local talented seniors with a way to sell their wares, and support the Senior Center by generously donating 10 per cent of their earnings.

In addition to serving the senior population in Merrimac, as the only Human Services Agency in town we also serve the general population by providing resource information, referrals, counseling, medical equipment, flu shots, blood pressure clinics, and opportunities to volunteer or participate in programs, activities, and more. We also assist friends and families looking for services for their loved one.

The COA would like to thank the Merrimac Public Access Cable TV and Carol Traynor, Manager for We would also like to thank Carol, Chris Liquori and volunteers for their dedication to finding and taping programs for the benefit of seniors and community in general.

## **2018 Town Clerk Annual Report**

To The Honorable Board of Selectmen and Citizens of Merrimac,

The Office of the Town Clerk has been very busy during 2018. We had a large voter turnout at all Town Meetings and Elections. We had record numbers of voters participate in Early Voting during the State Elections in October and November. I would like to thank all of the election workers who put in many long hours before, during and after the elections and Town Meetings to make things run smoothly for the voters of Merrimac.

### **2018 Dog Tag Totals**

Male	30
Female	28
Neutered	346
Spayed	321
	725

### **2018 Vital Statistics**

Marriage Intentions	17
Marriage Certificates	16
Births	48
Deaths	52

### **2018 Public Records Requests**

January-December 2018	380
-----------------------	-----

Respectfully Submitted,  
Gwendolyn Lay Sabbagh  
Town Clerk

**ANNUAL REPORT  
BOARD of TRUSTEES  
MERRIMAC PUBLIC LIBRARY  
For the year ending December 31, 2018**

To the citizens of Merrimac:

In last year's annual report, the trustees heartily thanked retiring library director Martina Follansbee for her ten years of excellent service to the Merrimac Public Library. Also at that time the newly hired library director, Kelly Unsworth, was introduced along with a summary of her education, training, and background. Today the trustees are pleased to report that during Kelly's first full year as director they have been very pleased and duly impressed with her overall performance, especially in the area of continuing Tina's intrinsic standard of maintaining a very "user friendly" library—in all areas: staffing, services, programs, and facilities. Patron feedback firmly supports these observations.

Similar to prior years, the reader will find in the Library Director's portion of this annual report a more detailed description of the scope, depth, and success of the multitude of library services and programs conducted this year. To avoid redundancy, the trustees also wish to firmly underscore our sincere thanks and appreciation for the many individuals, organizations, town departments, and volunteers, which are cited more specifically by the Library Director.

The most outstanding and absorbing single event of the past year has been the new library roof project. The library trustees are very pleased and thankful that residents at the Annual Town Meeting in April voted to proceed with the Library capital project of replacing the leaking asphalt roof with a standing seam metal roof (a system that will last at least four times longer than the original roof). The plans and bid specifications were drawn up by the architectural firm of Knight, Bagge, and Anderson of Charlestown, Massachusetts. A total of eight bids were submitted on the due date of September 20, 2018. Ultimately the project was awarded to Greenwood Industries, Inc. of Worcester, Massachusetts with the bid price of \$616,000.00. A separate contract was signed with KBA Architects in the amount of \$36,000 for architectural oversight and construction compliance. The town's Building Inspector Robert S. Sinibaldi has monitored the project daily. Construction started in December with a completion date anticipated by the end of March.

Last and just as important, is the fact that the library building will be made far more accessible for all patrons with the installation and activation of automatic door openers for the front main entrance to the building. One of the two openers has been generously donated by Stanley Access Technologies and the other has been purchased by the library. Installation is slated to be completed by this summer. The library trustees wish to compliment Kelly Unsworth and Merrimac resident Chris Gaudet for their roles in moving this long overdue project along to a welcome conclusion.

Respectfully Submitted,

Susan M. Coburn, Chair.  
Jennifer Brown  
Yvonne D. Cosgrove  
Connie Haberkern  
Jeffrey W. Hoyt  
Susan Kern

## Library Director's Report

This past year at the library has been a time of creativity and collaboration. Programs for children and adults were unique and varied, which attracted patrons of all interests, ages and abilities. Materials were added to the collection that many residents were pleasantly surprised to see. In addition, the library staff worked with school and town departments to share resources and strengths.

Since DVD, eBook, and audiobook borrowing were some of the most popular materials used, we increased the number of DVDs available, and removed limits on borrowing. The Merrimack Valley Library Consortium also drastically increased their eBook and audiobook collections. Computer use was a common reason to visit, so we upgraded 7 public computers to provide up-to-date computers and software, purchased with funds from a state grant.

A few materials added to the collection, and their corresponding programs, were particularly innovative. After a stargazing presentation and outdoor viewing for all ages, a telescope was added to the library's circulating collection. Learning about the planets, reading biographies of the astronauts, and spending time outdoors star mapping are all educational and fun experiences for both children and adults. The popularity of this item can be spoken to by the fact that it has been in continuous circulation since it was added. Similarly, following a performance by the Southern New Hampshire Ukulele Group, one lucky attendee was the first patron to take home the new, circulating ukulele. There is no debate that science and music add to education, enjoyment, and quality of life. Likewise, in the Fall, author Jane Healey visited and discussed her book, "Saturday Evening Girls Club", a historical novel set in Boston. Books were available for patrons to borrow before the evening book talk and signing. After an informative talk by the author the books were collected and developed into a "Book Kit": a set of 15 books patrons can borrow for their book groups.

The children's staff offered weekly story times throughout the school year, with the infant through preschoolers being the most popular. The Summer Reading Program, "Libraries Rock", featured incentives, reading logs, and weekly events that had great attendance. Some of the most popular were a magic show, a drive-in movie theater, and a "Novel Engineering" program run by patron Jennifer Sands. Another addition to the library was an on-going "Kindness Rocks Project", a rock garden full of small rocks, painted by patrons, with inspirational messages. The Children's Room was also improved with a donated train table, new toys, and new chairs.

The adult programming librarian coordinated monthly adult programs that featured "Birds Nest Pendants", "Gingerbread House Decorating", and musical events, to name a few. A quiet, relaxing space, "Winter Lights at the Library", was set up as a place to refresh, rejuvenate, and take time for self-care, which is particularly important for caregivers. This annual program featured a Light Therapy Lamp, and books on meditation, yoga, humor, mindfulness.

I was excited about the collaboration with many town organizations this year. The Senior Center held an outreach day for their "Memory Café", and we created a book display and bibliography of books. The police department held the ever popular "Touch a Truck" event at the library, complete with Cats n Jammers playing music, rescue vehicles, construction trucks, tables for town organizations, and donuts and cider donated from Cider Hill. In addition, there was collaboration with the schools: the children's librarians attended "Back to School Day", visited the elementary schools to build excitement for the Summer Reading Program, displayed middle school projects, and offered volunteer opportunities to fulfill community service hours.

None of this would have been possible without the generous support from numerous town groups and individuals. The Friends of the Library provided the public with museum passes, popular events such as the Clutter Control program and Summertime Tea, continued financial support for the children's and adult library programs, and their Book and Bake Sale. The Garden Club decorated the library with festive planters, provided upkeep of the children's garden, displayed their skills at the "Books in Bloom" event, and assisted with the "Kindness Rocks Garden." Catherine Dullea, the Library Arts Advisor, went above and beyond to add beauty to the library. She coordinated high quality, varied and intriguing artwork throughout the library, brightened our space, and helped local artists showcase their talent. The library volunteers also deserve credit for their enthusiastic and dedicated work at the library, which we appreciated daily. In addition, while all town departments lent assistance whenever needed, the DPW was particularly responsive with snow and ice removal, leaks, and building advice.

Finally, I would like to thank the Trustees of the Library, who have been a constant source of guidance and support, and I look forward to the continued collaboration, creativity, and changes in the year to come.

Respectfully Submitted,

Kelly Unsworth  
Library Director



## **2018 ANNUAL REPORT OF OPEN SPACE COMMITTEE**

The major accomplishment for the year was seeing through the purchase by Essex Co. Greenbelt of 23 acres of land off of Battis Road adjacent to the Town Forest. The Open Space Committee's (OSC) article for \$10,000 from the open space fund was approved at the Annual Town Meeting to be used toward the purchase. To further increase awareness and support, Greenbelt and the OSC sponsored a well attended community site walk on Oct. 20th. At the end of the year, Greenbelt was awarded a \$75,000 state grant for the purchase. Funds were successfully raised to cover the remaining cost. Further activities to introduce the community to the new "Beaver Pond Reservation" will be planned for 2019.

The Town was awarded a grant for up to \$3,000 from Essex Co. Greenbelt to engaged Susan Moses as a consultant to finish the 2016-2022 Open Space and Recreation Plan. The \$1,500 previously voted by Town meeting also was used for this purpose. Ms. Moses reviewed comments from the Division of Conservation Services (DCS) when it granted provisional approval and met with the OSC to guide the completion of items still needing to be addressed.

The Committee took further action to increase awareness of public access points to the Merrimack River. Members met with a member of the Conservation Commission to discuss what would be necessary to create a town canoe/kayak launch at either Carey Park or Locust Street Landing. As a first step to spur public interest and support, permission was received from the Board of Selectmen to install new signs informing the public that it is welcome at these sites.

In other activities, efforts moved forward to update and color code the trail maps for the Town Forest and McLaren Trails on the town website. The Boy Scouts were asked to considered trail improvements for Eagle Scout projects. The committee again made known to the Selectmen their concern about the infringement on the McLaren Trail by a resident on Railroad Avenue.

During the year, Kathy Milstein, Dawn Ackerman and Susan Simmons were newly appointed to the committee by the Selectmen at the request of OSC. The committee regrets the loss of David Collins who moved out of town.

Respectfully submitted by:

Carrie Rennie, Chair

Dawn Ackerman (appointed in September)

Mel Briggles

David Collins (resigned in August when he moved out of town)

Kathleen Milstein (appointed in July)

Susan Simmons (appointed in September)

Sandra Venner

## **Zoning Board Of Appeals Annual Report 2018**

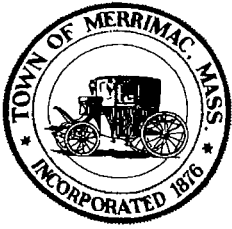
March 4, 2019

The Zoning Board of Appeals received 9 applications for the use of requesting a hearing before the ZBA, consistent with Bylaw Article 25-Appeals. The requested hearing can be for a Variance, a Special Permit in accordance with Section 6 of M.G.L. c.40A, or Comprehensive Permit M.G.L. c 40B.

Zoning Board of Appeals Board Members each serve three-year terms. The members are:

- Earl Baumgardner-Chair
- Arthur Amirault
- Ed Mills
- Josh Jackson
- Mitch Kostoulakos

Year to date balance for ZBA Miscellaneous Expense Account: \$425.00



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 1:** To see if the Town will vote to fix the salary and compensation of all elective officers of the Town as provided by Massachusetts General Laws, Chapter 41, Section 108 as amended: Town Clerk, three Assessors, three Commissioners of Municipal Light, and raise, appropriate or transfer sums of money therefore and to determine sums of money raised to be transferred to defray the necessary and usual charges and expenses of the Town for the Fiscal Year commencing July 1, 2018 and make appropriations for the same, said sums of money so raised, appropriated or transferred to be expended for specific purposes to be voted; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 1:** The Town voted to fix the salary and compensation of all elective officers of the Town as provided by Massachusetts General Laws, Chapter 41, Section 108 as amended: Town Clerk, three Assessors, three Commissioners of Municipal Light, and raise, appropriate or transfer sums of money therefore and to determine sums of money raised to be transferred to defray the necessary and usual charges and expenses of the Town for the Fiscal Year commencing July 1, 2018 and make appropriations for the same, said sums of money so raised, appropriated or transferred to be expended for specific purposes to be voted; or take any other action relative thereto.

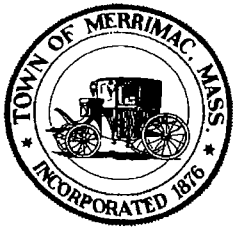
Hand Vote  
YES 112  
NO 2  
Article Adopted

A TRUE COPY ATTEST  
*Gwendolyn Lay Sabbag*  
GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 2:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Wastewater Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 368,346
Expenses:	\$ 594,259
Debt Service:	\$ <u>203,119</u>
<b>Total</b>	<b>\$ 1,165,724</b>

And that **\$ 1,165,724** be raised as follows:

Departmental Receipts:	<b>\$ 1,125,724</b>
Wastewater Betterment Fund:	<b>\$ 40,000</b>

**COPY OF THE VOTE: April 30, 2018**

**Article 2:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money to operate the Wastewater Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 368,346
Expenses:	\$ 594,259
Debt Service:	\$ <u>203,119</u>
<b>Total</b>	<b>\$ 1,165,724</b>

And that **\$ 1,165,724** be raised as follows:

Departmental Receipts:	<b>\$ 1,125,724</b>
Wastewater Betterment Fund:	<b>\$ 40,000</b>

**Hand Vote**  
**Unanimous**  
**Article Adopted**

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 3:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Water Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 287,418
Expenses:	\$ 434,492
<u>Debt Service:</u>	<u>\$ 306,713</u>
<b>Total</b>	<b>\$1,028,623</b>

And that **\$1,028,623** be raised as follows:

Departmental Receipts: **\$ 1,028,623**

**COPY OF THE VOTE: April 30, 2018**

**Article 3:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money to operate the Water Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 287,418
Expenses:	\$ 434,492
<u>Debt Service:</u>	<u>\$ 306,713</u>
<b>Total</b>	<b>\$1,028,623</b>

And that **\$1,028,623** be raised as follows:

Departmental Receipts: **\$ 1,028,623**

Hand Vote

YES 111

NO 1

Article Adopted

A TRUE COPY

ATTEST:

*Gwendolyn Fay Sabatini*  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 4:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the operations of the Cable Television Department; or take any other action relative thereto.

Salaries:	\$ 54,855
<u>Expenses:</u>	<u>\$ 85,500</u>
<b>Total</b>	<b>\$ 140,355</b>

And that **\$ 140,355** be transferred from the Cable Television Receipts Reserved Account.

**COPY OF THE VOTE: April 30, 2018**

**Article 4:** The Town will voted to raise and appropriate, or transfer from available funds, a sum of money to fund the operations of the Cable Television Department; or take any other action relative thereto.

Salaries:	\$ 54,855
<u>Expenses:</u>	<u>\$ 85,500</u>
<b>Total</b>	<b>\$ 140,355</b>

And that **\$ 140,355** be transferred from the Cable Television Receipts Reserved Account.

**Hand Vote**

**YES 109**

**NO 3**

**Article Adopted**

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

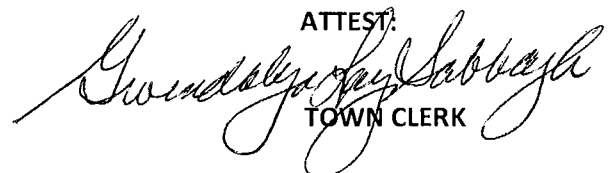
**Article 5:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money from the Electric Light Operating Balance said money to be used by the Assessors to reduce the Tax Rate for Fiscal Year 2019; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 5:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money from the Electric Light Operating Balance said money to be used by the Assessors to reduce the Tax Rate for Fiscal Year 2019; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

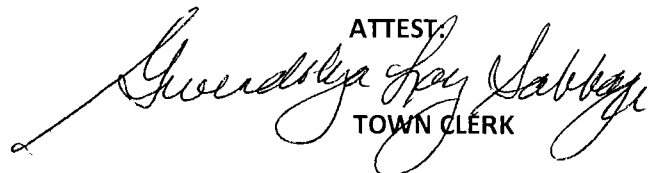
**Article 6:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$10,740** to be expended by the Board of Assessors to hire a consultant to perform an independent revaluation; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 6:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$10,740** to be expended by the Board of Assessors to hire a consultant to perform an independent revaluation; or take any other action relative thereto.

Hand Vote  
YES 109  
NO 3  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK





Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 7:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$ 4,400** known as "Sale of Cemetery Lots", such sum or part thereof, to be expended under the direction of the Cemetery Trustees for the care, improvement, and embellishment of said cemeteries, in accordance with M.G.L. Chapter 114, Section 15 and Section 25; or take any other action relative thereto.

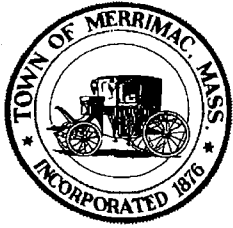
**COPY OF THE VOTE: April 30, 2018**

**Article 7:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$ 4,400** known as "Sale of Cemetery Lots", such sum or part thereof, to be expended under the direction of the Cemetery Trustees for the care, improvement, and embellishment of said cemeteries, in accordance with M.G.L. Chapter 114, Section 15 and Section 25; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 8:** To see if the Town will vote to raise and appropriate a sum of money in the amount of **\$150,500**, to be used to make necessary repairs to Town roadways; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 8:** The Town voted to raise and appropriate a sum of money in the amount of **\$150,500**, to be used to make necessary repairs to Town roadways; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

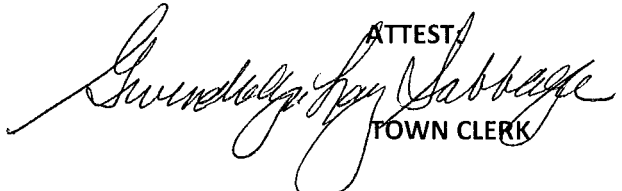
**Article 9:** To see if the Town will vote to accept the State Grant of Chapter 90 Highway Funds and authorize the Board of Selectmen to expend said funds for Highway purposes in accordance with the terms of said grants; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 9:** The Town voted to accept the State Grant of Chapter 90 Highway Funds and authorize the Board of Selectmen to expend said funds for Highway purposes in accordance with the terms of said grants; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 10:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$275,000** for Solid Waste Collection and Disposal, Recycling Collection; or take any other action relative thereto.

And that **\$ 275,000** be raised as follows:

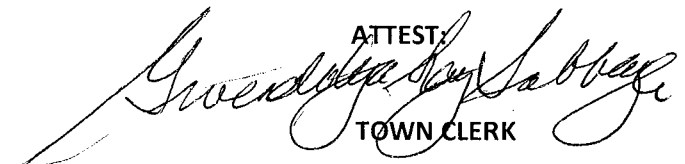
Raise and Appropriate:	<b>\$ 148,000</b>
Transfer from Trash Offset Receipts:	<b>\$ 127,000</b>

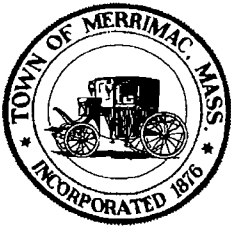
**COPY OF THE VOTE: April 30, 2018**

**Article 10:** The Town voted to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$275,000** for Solid Waste Collection and Disposal, Recycling Collection; or take any other action relative thereto.

Hand Vote  
Unanimous, but 1  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 11:** To see if the Town will vote to authorize the Board of Selectmen to enter into a 10 year contract with Casella Waste for Solid Waste Collection and Disposal, Recycling Collection in the Town of Merrimac; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 11:** The Town voted to authorize the Board of Selectmen to enter into a 10 year contract with Casella Waste for Solid Waste Collection and Disposal, Recycling Collection in the Town of Merrimac; or take any other action relative thereto.

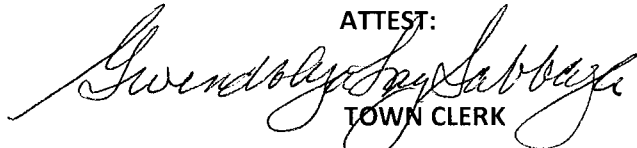
**Hand Vote**

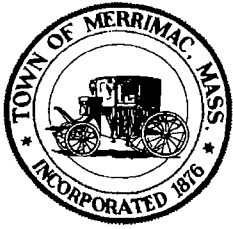
**YES 138**

**NO 12**

**Article Adopted**

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**


**Article 12:** To see if the Town will vote pursuant to the provisions of M.G.L Chapter 44, Section 53E½, as most recently amended, to:

1. Amend the General Bylaw, entitled "Departmental Revolving Funds", approved under Article 12 of the April 24, 2017 Annual Town Meeting, by inserting one new revolving fund at the end of the chart set forth in Section 5 of said bylaw, to be operative beginning July 1, 2018, as follows:

<b>A</b> <b>Revolving</b> <b>Fund</b>	<b>B</b> <b>Department</b> <b>, Board,</b> <b>Committee,</b> <b>Agency or</b> <b>Officer</b> <b>Authorized</b> <b>to Spend</b> <b>from Fund</b>	<b>C</b> <b>Fees,</b> <b>Charges or</b> <b>Other</b> <b>Receipts</b> <b>Credited to</b> <b>Fund</b>	<b>D</b> <b>Program</b> <b>or</b> <b>Activity</b> <b>Expenses</b> <b>Payable</b> <b>from</b> <b>Fund</b>	<b>E</b> <b>Restrictions</b> <b>or Conditions</b> <b>on Expenses</b> <b>Payable from</b> <b>Fund</b>	<b>F</b> <b>Other</b> <b>Requirements/</b> <b>Reports</b>	<b>G</b> <b>Fiscal</b> <b>Years</b>
Fire Watch	Fire Chief	Fees received for Fire Watch	Costs associated with Fire Watch			Fiscal Year 19 and Subsequent years

A TRUE COPY

ATTEST:

  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

2. Establish fiscal year limitations on expenditures from the revolving funds established by the General Bylaw entitled, "Departmental Revolving Funds", with such limitations to remain applicable from fiscal year to fiscal year until such time as they are later amended, and with the spending limits for the newly created revolving fund shown in bold, italic text, all as follows:

<b>Revolving Fund</b>	<b>Fiscal Year Spending Limit</b>
Firearms	\$5,000
Zoning Board of Appeal	\$4,000
Town Nurse	\$10,000
Zoning and Building Code Compliance	\$15,000
Board of Health Projects	\$4,500
Rental Inspections	\$4,000
Inspectional Services	\$100,000
PRSD Grounds	\$50,000
Tax Title	\$5,000
<b><i>Fire Watch</i></b>	<b><i>\$5,000</i></b>

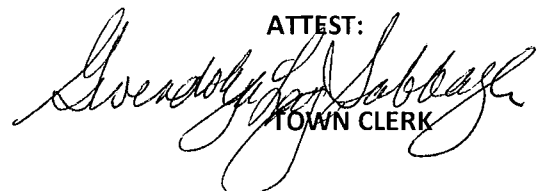
or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 12:** The Town voted pursuant to the provisions of M.G.L Chapter 44, Section 53E½, as most recently amended, to:

1. Amend the General Bylaw, entitled "Departmental Revolving Funds", approved under Article 12 of the April 24, 2017 Annual Town Meeting, by inserting one new revolving fund at the end of the chart set forth in Section 5 of said bylaw, to be operative beginning July 1, 2018, as follows:

**A TRUE COPY**

**ATTEST:**  
  
**TOWN CLERK**



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

<b>A</b> <b>Revolving</b> <b>Fund</b>	<b>B</b> <b>Department</b> <b>, Board,</b> <b>Committee,</b> <b>Agency or</b> <b>Officer</b> <b>Authorized</b> <b>to Spend</b> <b>from Fund</b>	<b>C</b> <b>Fees,</b> <b>Charges or</b> <b>Other</b> <b>Receipts</b> <b>Credited to</b> <b>Fund</b>	<b>D</b> <b>Program</b> <b>or</b> <b>Activity</b> <b>Expenses</b> <b>Payable</b> <b>from</b> <b>Fund</b>	<b>E</b> <b>Restrictions</b> <b>or Conditions</b> <b>on Expenses</b> <b>Payable from</b> <b>Fund</b>	<b>F</b> <b>Other</b> <b>Requirements/</b> <b>Reports</b>	<b>G</b> <b>Fiscal</b> <b>Years</b>
Fire Watch	Fire Chief	Fees received for Fire Watch	Costs associated with Fire Watch			Fiscal Year 19 and Subsequ ent years

A TRUE COPY

ATTEST:  
  
TOWN CLERK





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Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**


2. Establish fiscal year limitations on expenditures from the revolving funds established by the General Bylaw entitled, "Departmental Revolving Funds", with such limitations to remain applicable from fiscal year to fiscal year until such time as they are later amended, and with the spending limits for the newly created revolving fund shown in bold, italic text, all as follows:

Revolving Fund	Fiscal Year Spending Limit
Firearms	\$5,000
Zoning Board of Appeal	\$4,000
Town Nurse	\$10,000
Zoning and Building Code Compliance	\$15,000
Board of Health Projects	\$4,500
Rental Inspections	\$4,000
Inspectional Services	\$100,000
PRSD Grounds	\$50,000
Tax Title	\$5,000
<b><i>Fire Watch</i></b>	<b><i>\$5,000</i></b>

or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

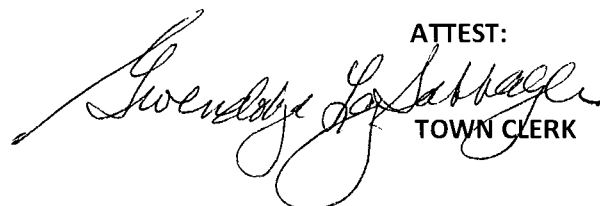
**Article 13:** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money in the amount of **\$60,000**, for additional closure activities at the Battis Rd. Landfill; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 13:** The Town voted to raise and appropriate or transfer from available funds, a sum of money in the amount of **\$60,000**, for additional closure activities at the Battis Rd. Landfill; or take any other action relative thereto.

Hand Vote  
Unanimous, but 1  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 14:** To see if the Town will vote to appropriate **\$470,000**, or any other amount, to pay costs of replacing the roof on the Merrimac Public Library, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 14:** The Town voted to appropriate **\$470,000**, or any other amount, to pay costs of replacing the roof on the Merrimac Public Library, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

**Hand Vote**

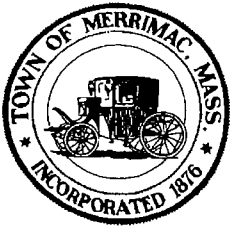
**Yes 75**

**No 18**

**Article Adopted**

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 15:** To see if the Town will vote to appropriate **\$402,000**, or any other amount, to pay costs of replacing the roof on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

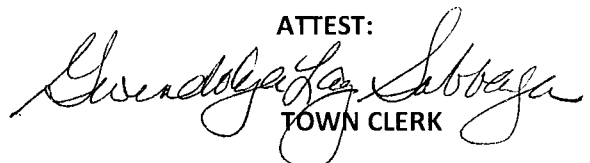
**COPY OF THE VOTE: April 30, 2018**

**Article 15:** The Town voted to appropriate **\$402,000**, or any other amount, to pay costs of replacing the roof on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

Hand Vote  
Yes 82  
No 9  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 16:** To see if the Town will vote to appropriate **\$405,000**, or any other amount, to pay costs of replacing the windows, doors and storefronts on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

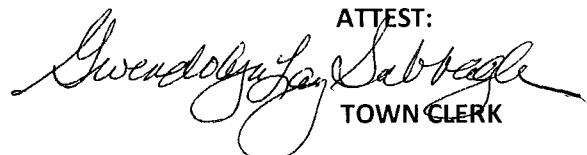
**COPY OF THE VOTE: April 30, 2018**

**Article 16:** The Town voted to appropriate **\$405,000**, or any other amount, to pay costs of replacing the windows, doors and storefronts on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

**Hand Vote**  
**Yes 62**  
**No 14**  
**Article Adopted**

**A TRUE COPY**

**ATTEST:**  
  
**TOWN CLERK**



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 16:** To see if the Town will vote to appropriate **\$405,000**, or any other amount, to pay costs of replacing the windows, doors and storefronts on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

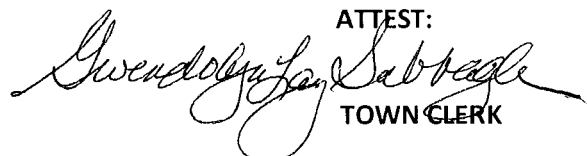
**COPY OF THE VOTE: April 30, 2018**

**Article 16:** The Town voted to appropriate **\$405,000**, or any other amount, to pay costs of replacing the windows, doors and storefronts on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

Hand Vote  
Yes 62  
No 14  
Article Adopted

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 17:** To see if the Town will vote to appropriate **\$338,000**, or any other amount, to pay costs of repointing all of the brickwork on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 17:** The Town voted to appropriate **\$338,000**, or any other amount, to pay costs of repointing all of the brickwork on the Merrimac Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

Hand Vote  
Yes 64  
No 14  
Article Adopted

**A TRUE COPY**

**ATTEST:**

*Gwendolyn Ray Sabbe*  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 18:** To see if the Town will vote to appropriate \$188,280, or any other amount, to pay costs of purchasing a 6 Wheel Dump Truck with Plow, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, lease-purchase financing or otherwise, or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 18:** The Town voted to appropriate \$188,280, or any other amount, to pay costs of purchasing a 6 Wheel Dump Truck with Plow, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, lease-purchase financing or otherwise, or take any other action relative thereto.

**REQUIRES 2/3**

Hand Vote  
Unanimous  
Article Adopted

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK





Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 19:** To see if the Town will vote to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to maintain or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, the parcel of surplus land located in the infield of Bear Hill Road, approximately shown on a plan entitled "Bear Hill Road Infield – Land Sale Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 19:** The Town voted to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to maintain or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, the parcel of surplus land located in the infield of Bear Hill Road, approximately shown on a plan entitled "Bear Hill Road Infield – Land Sale Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

**Hand Vote  
Unanimous  
Article Adopted**

**A TRUE COPY**

**ATTEST:**

*[Signature]*  
**TOWN CLERK**



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 20:** To see if the Town will vote to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to maintain or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, a portion of surplus land with any buildings thereon, located on Hillcrest Avenue, being a portion of the land identified by the Assessors as Parcel 95-1-413, and approximately shown on a plan entitled "416 and 417 Hillcrest Ave. Land Sale Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 20:** The Town voted to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to maintain or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, a portion of surplus land with any buildings thereon, located on Hillcrest Avenue, being a portion of the land identified by the Assessors as Parcel 95-1-413, and approximately shown on a plan entitled "416 and 417 Hillcrest Ave. Land Sale Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

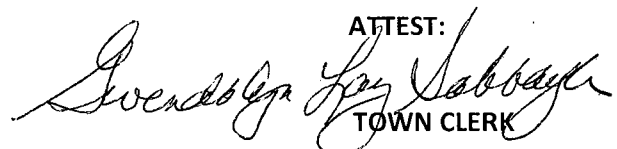
**Article 21:** To see if the Town will vote to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to transfer and/or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, a portion of surplus land, with any buildings thereon, located at 20 Federal Way , and approximately shown on a plan entitled "Merrimac Municipal Light Transferred Land Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

**COPY OF THE VOTE:    April 30, 2018**

**Article 21:** The Town voted to transfer the care, custody, management and control of the real property described in this article from the Board of Selectmen for the purpose for which the property is now held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Selectmen to transfer and/or convey, pursuant to the requirements of General Laws Chapter 30B, Section 16, a portion of surplus land, with any buildings thereon, located at 20 Federal Way , and approximately shown on a plan entitled "Merrimac Municipal Light Transferred Land Plan" on file with the Town Clerk, on such terms and conditions and for such consideration as the Selectmen determine to be in the best interests of the Town; or take any other action relative hereto.

**Hand Vote  
Unanimous  
Article Adopted**

**A TRUE COPY**

**ATTEST:**  
  
**TOWN CLERK**



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 22:** To see if the Town will vote to amend the Merrimac Zoning By-law, **ARTICLE 2: DEFINITIONS** with the addition of the following two terms: **MANUFACTURING FACILITIES:** Facilities used primarily for light industry or the manufacturing or assembly of a product including processing, blending, and hydro fabrication, assembly treatment and packaging; and **RESEARCH AND DEVELOPMENT FACILITIES:** Facilities used primarily for research, development and /or testing of innovative information concepts, methods, processes, materials, or products. This can include the design, development, and testing of biological, chemical, electrical, magnetic, mechanical, and/or optical components in advance product manufacturing. The accessory development, fabrication, and light manufacturing or prototypes or specialized machinery and devices integral to research or testing may be associated with these uses; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 22:** The Town voted to amend the Merrimac Zoning By-law, **ARTICLE 2: DEFINITIONS** with the addition of the following two terms: **MANUFACTURING FACILITIES:** Facilities used primarily for light industry or the manufacturing or assembly of a product including processing, blending, and hydro fabrication, assembly treatment and packaging; and **RESEARCH AND DEVELOPMENT FACILITIES:** Facilities used primarily for research, development and /or testing of innovative information concepts, methods, processes, materials, or products. This can include the design, development, and testing of biological, chemical, electrical, magnetic, mechanical, and/or optical components in advance product manufacturing. The accessory development, fabrication, and light manufacturing or prototypes or specialized machinery and devices integral to research or testing may be associated with these uses; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 23:** To see if the Town will vote amend the Merrimac Zoning By-law, **ARTICLE 11: OFFICE-LIGHT INDUSTRIAL DISTRICT (OI)** as follows: under **Section 11.3 Permitted Uses and Structures, Subject to Site Plan Review:** **Section 11.3.1** to now read: Establishments for **RESEARCH AND DEVELOPMENT FACILITIES** with associated professional offices, administrative and/or clerical offices in a STRUCTURE of not more than 5,000 square feet of **GROSS FLOOR AREA**, in the aggregate; and to add **Sub Section 11.3.1.1** Facilities for research and development (R&D) for Renewable Energy, such as sola-photovoltaic and thermal; wind; biomass power conversion or thermal technologies (including R & D of wood pellets); ultra-low emissions high efficiency wood pellet boilers and furnaces; low impact hydro-electric and kinetic; ocean thermal, wave or tidal; geothermal; landfill gas; fuels cells that use renewable energy; and advance biofuels. This can also include R & D for Alternative Energy, such as combined heat and power and electric and hydrogen-powered vehicles and associated technologies. Including advanced batteries and recharging stations; or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 23:** The Town voted to amend the Merrimac Zoning By-law, **ARTICLE 11: OFFICE-LIGHT INDUSTRIAL DISTRICT (OI)** as follows: under **Section 11.3 Permitted Uses and Structures, Subject to Site Plan Review:** **Section 11.3.1** to now read: Establishments for **RESEARCH AND DEVELOPMENT FACILITIES** with associated professional offices, administrative and/or clerical offices in a STRUCTURE of not more than 5,000 square feet of **GROSS FLOOR AREA**, in the aggregate; and to add **Sub Section 11.3.1.1** Facilities for research and development (R&D) for Renewable Energy, such as sola-photovoltaic and thermal; wind; biomass power conversion or thermal technologies (including R & D of wood pellets); ultra-low emissions high efficiency wood pellet boilers and furnaces; low impact hydro-electric and kinetic; ocean thermal, wave or tidal; geothermal; landfill gas; fuels cells that use renewable energy; and advance biofuels. This can also include R & D for Alternative Energy, such as combined heat and power and electric and hydrogen-powered vehicles and associated technologies. Including advanced batteries and recharging stations; or take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST  
*Gwendolyn J. Sabbe*  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 24:** To see if the Town will vote to amend the Merrimac Zoning By-law **ARTICLE 11: OFFICE-LIGHT INDUSTRIAL DISTRICT (OI)** as follows: under **Section 11.3 Permitted Uses and Structures, Subject to Site Plan Review: Section 11.3.2** to now read: **MANUFACTURING FACILITIES** with associated professional, administrative and/ or clerical offices for the following types of industries, in a STRUCTURE of not more than 5,000 square feet of **GROSS FLOOR AREA**, in the aggregate; and to add **Sub Section 11.3.2.6** Facilities for manufacturing for Renewable Energy, such as, solar-photovoltaic and thermal; wind; biomass power conversion or thermal technologies (including manufacturing of wood pellets); ultra-low emissions high efficiency wood pellet boilers and furnaces; low impact hydro-electric and kinetic; ocean thermal, wave or tidal; geothermal; landfill gas; fuels cells that use renewable energy; and advance biofuels. This can also include manufacturing for Alternative Energy, such as, combined heat and power, and electric and hydrogen-powered vehicles and associated technologies, including advanced batteries and recharging stations; and to take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 24:** The Town voted to amend the Merrimac Zoning By-law **ARTICLE 11: OFFICE-LIGHT INDUSTRIAL DISTRICT (OI)** as follows: under **Section 11.3 Permitted Uses and Structures, Subject to Site Plan Review: Section 11.3.2** to now read: **MANUFACTURING FACILITIES** with associated professional, administrative and/ or clerical offices for the following types of industries, in a STRUCTURE of not more than 5,000 square feet of **GROSS FLOOR AREA**, in the aggregate; and to add **Sub Section 11.3.2.6** Facilities for manufacturing for Renewable Energy, such as, solar-photovoltaic and thermal; wind; biomass power conversion or thermal technologies (including manufacturing of wood pellets); ultra-low emissions high efficiency wood pellet boilers and furnaces; low impact hydro-electric and kinetic; ocean thermal, wave or tidal; geothermal; landfill gas; fuels cells that use renewable energy; and advance biofuels. This can also include manufacturing for Alternative Energy, such as, combined heat and power, and electric and hydrogen-powered vehicles and associated technologies, including advanced batteries and recharging stations; and to take any other action relative thereto.

Hand Vote  
Unanimous  
Article Adopted

A TRUE COPY

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 25:** To see if the Town will vote to establish a "Tax Title Abutter Lot Sales Program" hereunder by which the Board of Selectmen is authorized to dispose of a specific list of tax title properties as voted by town meeting that contain 4,800 square feet or less, and are presently unbuildable, by sale to direct abutters; and further to transfer the care, custody, control, and management of parcels of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcels, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of Selectmen shall determine to be in the best interests of the Town; or to take any other action in relation thereto.

**COPY OF THE VOTE: April 30, 2018**

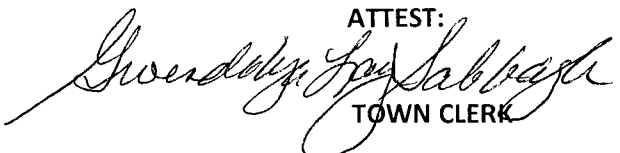
**Article 25:** The Town voted to establish a "Tax Title Abutter Lot Sales Program" hereunder by which the Board of Selectmen is authorized to dispose of a specific list of tax title properties, as voted by town meeting that contain 4,800 square feet or less, and are presently unbuildable, by sale to direct abutters; and further to transfer the care, custody, control, and management of parcels of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcels, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of Selectmen shall determine to be in the best interests of the Town; Notification to be given to the Dept of Public Works, Fire Department, Police Department, Council on Aging, Public Safety, Planning Board, Open Space, Zoning Board, Affordable Housing, Conservation Commission for a sixty day review before sale may be completed; or to take any other action in relation thereto.

**Hand Vote**

**Unanimous**

**Article Adopted as Amended**

**A TRUE COPY**

ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Article 26:** To see if the Town will vote to adopt the "Stretch Energy Code" as set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as it may be hereafter amended or modified, with an effective date of July 1, 2018, a copy of which is on file with the Town Clerk, for the purpose of regulating the design and construction of buildings for the effective use of energy, and to amend the General Bylaws to insert a new Article 23, entitled "Stretch Energy Code", as set forth below:

**Article 23: STRETCH ENERGY CODE**

**Section 1. Definitions.**

**International Energy Conservation Code (IECC)** - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

**Stretch Energy Code** - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

**Section 2. Purpose.**

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

**Section 3. Applicability.**

The Stretch Energy Code shall apply to new and existing residential and commercial buildings as set forth therein.

**Section 4. Stretch Code.**

A TRUE COPY

ATTEST:  
*Gwendolyn Ray Sabbag*  
TOWN CLERK





Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this Article.

**Section 5. Enforcement.**

The Stretch Energy Code shall be enforced by the Building Inspector.

**Section 6: Effective Date.**

The Stretch Energy Code was adopted at the April 30, 2018 Annual Town Meeting, and shall be effective in the Town of Merrimac beginning July 1, 2018.

or take any other action relative thereto.

**COPY OF THE VOTE: April 30, 2018**

**Article 26:** The Town voted to adopt the "Stretch Energy Code" as set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as it may be hereafter amended or modified, with an effective date of July 1, 2018, a copy of which is on file with the Town Clerk, for the purpose of regulating the design and construction of buildings for the effective use of energy, and to amend the General Bylaws to insert a new Article 23, entitled "Stretch Energy Code", as set forth below:

**Article 23: STRETCH ENERGY CODE**

**Section 1. Definitions.**

**International Energy Conservation Code (IECC)** - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

**Stretch Energy Code** - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the

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ATTEST:  
  
TOWN CLERK



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2 School Street, Town Hall  
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ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

**Section 2. Purpose.**

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

**Section 3. Applicability.**

The Stretch Energy Code shall apply to new and existing residential and commercial buildings as set forth therein.

**Section 4. Stretch Code.**

The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this Article.

**Section 5. Enforcement.**

The Stretch Energy Code shall be enforced by the Building Inspector.

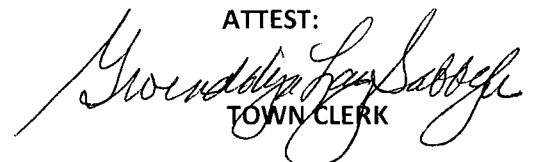
**Section 6: Effective Date.**

The Stretch Energy Code was adopted at the April 30, 2018 Annual Town Meeting, and shall be effective in the Town of Merrimac beginning July 1, 2018.

or take any other action relative thereto.

Hand Vote  
Unanimous, but 1  
Article Adopted

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Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 27:** To see if the Town will vote to amend the Town of Merrimac By-laws by replacing Article XII, Section 12.9, Hunting on private property in the Town of Merrimac with the text printed below; or take any other action relative thereto.

**Hunting on private property in the Town of Merrimac**

12.9.1. No person shall discharge any firearms on any private property of less than 20 acres in area except with the written consent of the owner or legal occupant thereof and such consent shall be carried at all times by any person and upon request shall be shown to a police officer or officer of the Department of Conservation, or the property owner or his agent.

12.9.2. Firearm Hunting on Town land is prohibited except in the Town Forest.

12.9.3. Discharge of a firearm on land that is part of an open space development, and therefore is owned by an association, is prohibited, unless it conforms to Section 1.

12.9.4. This bylaw shall not be applied to the lawful defense of life or property or to any law enforcement officer in the defense of his duties.

12.9.5. Any person violating any provisions of this bylaw shall be punished by a fine of not more than fifty (\$50.00) dollars for each offense.

**COPY OF THE VOTE: April 30, 2018**

**Article 27:** The Town voted to amend the Town of Merrimac By-laws by replacing Article XII, Section 12.9, Hunting on private property in the Town of Merrimac with the text printed below; or take any other action relative thereto.

**Hunting on private property in the Town of Merrimac**

12.9.1. No person shall discharge any firearms or bow and arrow on any private property of less than 20 acres in area except with the written consent of the owner or legal occupant thereof and such consent shall be carried at all times by any person and upon request shall be shown to a police officer or officer of the Department of Conservation, or the property owner or his agent.

12.9.2. Firearm and Bow and Arrow Hunting on Town land is prohibited except in the Town Forest.

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ATTEST:  
  
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**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

12.9.3. Discharge of a firearm and bow and arrow on land that is part of an open space development, and therefore is owned by an association, is prohibited, unless it conforms to Section 1.

12.9.4. This bylaw shall not be applied to the lawful defense of life or property or to any law enforcement officer in the defense of his duties.

12.9.5. Any person violating any provisions of this bylaw shall be punished by a fine of not more than fifty (\$50.00) dollars for each offense.

**Hand Vote**

**Yes 17**

**No 8**

**Article Adopted as amended.**

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**ATTEST:**

*Gwendolyn P. Sabat*  
**TOWN CLERK**



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**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 28:** To see if the Town will amend the Town Personnel By-Law by replacing the existing Travel Expenses and Meal Reimbursement Policy with the text reprinted below; or take any other action relative thereto.

**TRAVEL EXPENSES AND MEAL REIMBURSEMENT**

**Out of State Travel**

No expenses for out-of-state travel shall be reimbursed unless prior approval is given by the Department Head and the Board of Selectmen.

**Travel Between Home and Work Assignment**

Transportation of any kind between an employee's home and permanently assigned office (official headquarters) is not reimbursable.

- If employees travel from home to temporary assignments rather than to their permanently assigned offices, transportation expenses shall be allowed either for the distance from their homes to places of temporary assignment, or from their permanently assigned offices to places of temporary assignment, whichever is nearer.

**Full Travel Status**

This is defined as temporary absence from home on assignment to duty for more than 24 hours. The following items shall be reimbursable while on full travel status:

- Reasonable charges for hotel rooms, based upon submission of receipted hotel bill.

**Unallowable Travel Expenses**

Reimbursement shall not be made for expenses incurred for the sole benefit of the traveler, such as valet service, entertainment, laundry service, etc.

**Use of Town-owned Vehicles**

- Town-owned vehicles shall be used on official business only. They shall not be operated outside the necessary working hours (working hours to include time required to travel to and from place of authorized garaging).

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ATTEST,  
  
TOWN CLERK



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**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

- No Town-owned vehicle shall leave the Town without authorization by the employee's department head except emergency vehicles engaged in the performance of a documented emergency.
- Pleasure riding or use for private purposes is absolutely forbidden.
- No operator of a Town-owned motor vehicle shall transport a passenger or passengers other than those traveling on official business except with the approval of the Department Head.

This section shall not apply to the Chief of Police or Fire Chief as they are considered "on-call" in the event of emergency.

**Liability When Using Town-owned Automobiles**

Operators are personally responsible for damage liabilities arising from accidents occurring during non-work related or authorized travel or involving passengers not traveling on official or authorized business. Any accident in which a Town-owned vehicle is involved shall be reported immediately to the Finance Director. Any such accident involving death or personal injury shall be reported immediately in writing to the Registrar of Motor Vehicles.

**Reimbursement of Expenses of Town-owned Automobiles**

Reimbursement shall be allowed for expenses incurred in the operation of Town-owned cars, including charges for gas, oil and reasonable charges for minor repairs, public garage and parking fees, toll charges and reasonable charges for car washing.

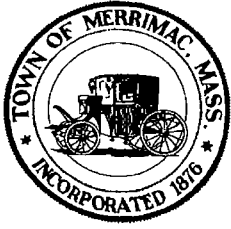
**Privately-owned Automobiles and Mileage Rate**

- When use of a person's private car is necessary and has been authorized by the Department Head, the approved mileage rate will be allowed.
- Effective Jan. 8, 2001, the mileage rate shall be \$.385 per mile. Effective on July 1 of each following fiscal year, the Board of Selectmen may increase the mileage rate to be equal to the highest rate allowed by the IRS for business travel.
- For each trip, the city or town visited must be reported. If several addresses are visited within a city or town, state the number visited and total mileage covered. The purpose of each visit must also be reported.
- Mileage reported shall be based upon actual odometer readings.
- Private automobile mileage reimbursement shall be payable only to one of two or more employees traveling together in the same vehicle.

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**ATTEST:**

*Gwendolyn P. Sabatage*  
**TOWN CLERK**



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ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

**Unallowable Expenses for Automobiles**

No reimbursement shall be allowed or obligation incurred for the private garaging of a Town-owned automobile operated by an employee as transportation from the place of employment to the vicinity of residence.

**Meal Reimbursement**

Reimbursement shall be allowed for meals while on full travel status.

**Amount of Meal Reimbursement**

Reimbursement shall be allowed for actual meal expenses incurred, including tips, not to exceed the following:

- Breakfast \$ 10.00
- Lunch (midday meal) \$ 15.00
- Supper (evening meal) \$ 30.00

The rates for lunch and supper may be reversed at the option of the person when entitled to both meals in one day. The rates above shall apply only when meals are not included in the rate charged for lodging or otherwise included in registration or conference fees.

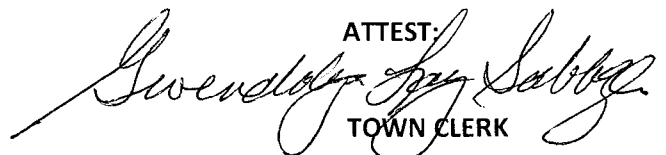
**When Meals May be Reimbursed**

For travel status of 24 hours or more, the following are the allowances on the first day:

- When travel status begins before 6:00 A.M., the person will be entitled to breakfast, midday and evening meals.
- When travel status begins between 6:00 A.M. and noon, the person will be entitled to midday and evening meals.
- When travel status begins between noon and evening, the person will be entitled to the evening meal.

For travel status of 24 hours or more, the following are the allowances on the final day:

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**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

- When travel status ends between 6:00 A.M., and noon, the person will be entitled to breakfast.
- When travel status ends between noon and 6:00 P.M., breakfast and midday meals will be allowed.
- When travel status ends after 6:00 P.M., breakfast, midday and evening meals will be allowed.
- Breakfast at beginning and evening meal at end of travel status will not be allowed unless the charge is accompanied by a statement of necessity for early departure or late return.

**Meal Reimbursement for Travel Less Than 24 Hours in Duration**

- For travel of one day's duration starting two hours or more before compensated time, the person will be entitled to the breakfast allowance. Voucher must state time of departure and time compensation commenced.
- For travel of one day's duration ending two hours or more after compensated time, the person will be entitled to the evening meal allowance. Voucher must state the time compensation ceases and time of arrival home.
- In no event will the midday meal be allowed for travel of less than 24 hours' duration unless associated with a formal meeting or conference.
- Voucher must state necessity for early departure or late return as well as a statement giving the regularly scheduled work hours.

**COPY OF THE VOTE: April 30, 2018**

**Article 28:** The Town voted to amend the Town Personnel By-Law by replacing the existing Travel Expenses and Meal Reimbursement Policy with the text reprinted below; or take any other action relative thereto.

**TRAVEL EXPENSES AND MEAL REIMBURSEMENT**

**Out of State Travel**

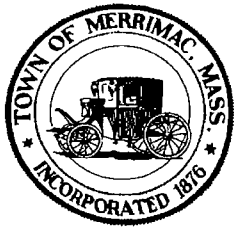
No expenses for out-of-state travel shall be reimbursed unless prior approval is given by the Department Head and the Board of Selectmen.

**Travel Between Home and Work Assignment**

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**ANNUAL TOWN MEETING, APRIL 30, 2018**

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**COPY OF THE VOTE: April 30, 2018**

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**TRAVEL EXPENSES AND MEAL REIMBURSEMENT**

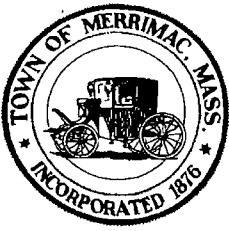
**Out of State Travel**

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**Travel Between Home and Work Assignment**

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ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

business. Any accident in which a Town-owned vehicle is involved shall be reported immediately to the Finance Director. Any such accident involving death or personal injury shall be reported immediately in writing to the Registrar of Motor Vehicles.

**Reimbursement of Expenses of Town-owned Automobiles**

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**Meal Reimbursement**

Reimbursement shall be allowed for meals while on full travel status.

**Amount of Meal Reimbursement**

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**ATTEST:**  
  
**TOWN CLERK**



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ANNUAL TOWN MEETING, APRIL 30, 2018

**COPY OF ARTICLE WARRANT**

Reimbursement shall be allowed for actual meal expenses incurred, including tips, not to exceed the following:

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- Breakfast at beginning and evening meal at end of travel status will not be allowed unless the charge is accompanied by a statement of necessity for early departure or late return.

**Meal Reimbursement for Travel Less Than 24 Hours in Duration**

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Merrimac, MA 01860  
ANNUAL TOWN MEETING, APRIL 30, 2018

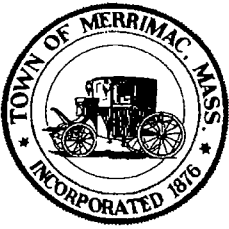
**COPY OF ARTICLE WARRANT**

- For travel of one day's duration starting two hours or more before compensated time, the person will be entitled to the breakfast allowance. Voucher must state time of departure and time compensation commenced.
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- In no event will the midday meal be allowed for travel of less than 24 hours' duration unless associated with a formal meeting or conference.
- Voucher must state necessity for early departure or late return as well as a statement giving the regularly scheduled work hours.

Hand Vote  
Unanimous  
Article Adopted

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ATTEST:  
  
TOWN CLERK



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860  
**ANNUAL TOWN MEETING, APRIL 30, 2018**

**COPY OF ARTICLE WARRANT**

**Article 29:** To see if the Town of Merrimac will vote to appropriate and transfer from the Open Space Fund the sum of **\$10,000** to purchase a Conservation Restriction from Essex County Greenbelt Association, Inc. on a 22 +/- acre parcel of land located at 22-24 Battis Road, Merrimac, shown as Assessor's Parcel Map 70-1-4, said Conservation Restriction to be held in the care, custody and control of the Conservation Commission in accordance with MGL Chapter 40, Section 8C for conservation and passive recreation purposes, and authorize the Board of Selectmen, Conservation Commission, and/or other boards and committees to enter into all agreements and execute any and all instruments as may be necessary or convenient on behalf of the Town on such terms as they deem appropriate to effectuate the purposes of this article, or take any action thereon or relative thereto.

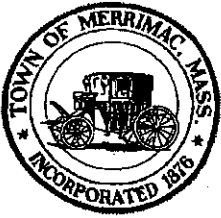
**COPY OF THE VOTE: April 30, 2018**

**Article 29:** The Town voted to appropriate and transfer from the Open Space Fund the sum of **\$10,000** to purchase a Conservation Restriction from Essex County Greenbelt Association, Inc. on a 22 +/- acre parcel of land located at 22-24 Battis Road, Merrimac, shown as Assessor's Parcel Map 70-1-4, said Conservation Restriction to be held in the care, custody and control of the Conservation Commission in accordance with MGL Chapter 40, Section 8C for conservation and passive recreation purposes, and authorize the Board of Selectmen, Conservation Commission, and/or other boards and committees to enter into all agreements and execute any and all instruments as may be necessary or convenient on behalf of the Town on such terms as they deem appropriate to effectuate the purposes of this article, or take any action thereon or relative thereto.

Hand Vote  
Unanimous  
Article Adopted

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ATTEST:  
  
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Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 1:** To see if the Town will vote to appropriate \$6,000,000, or any other amount, to pay costs construction, engineering and design of a new police station, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise; and further, to authorize the Board of Selectmen to enter into all agreements and execute any and all instruments deemed necessary to effectuate the purposes of this article, including contracts for periods in excess of three years; or take any other action relative thereto.

**COPY OF THE VOTE**

The Town voted to appropriate \$6,000,000, to pay costs of designing, engineering, constructing and equipping a new police station, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and further, that the Board of Selectmen is authorized to enter into all agreements and execute any and all instruments deemed necessary to effectuate the purposes of this motion, including contracts for periods in excess of three years. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. No amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any such borrowing from the limits on total property taxes set forth in M.G.L. c. 59, §21C.

**2/3 Vote Required**

**Hand Vote; 2/3 vote required**

**YES 227**

**NO 10**

**Article Adopted**

A TRUE COPY ATTEST

*Gwendolyn Lay*

GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 2:** To see if the Town will vote to increase the amount raised and appropriated in Article 1 of the April 30, 2018 Annual Town Meeting by the sum of **\$32,000** and adjust the following lines by the amounts listed below:

Line # 46 – Inspectional Services Salaries	(\$ 9,076)
Line # 57 – Whittier Assessment	(\$ 25,000)
Line # 61 - Essex-North Shore Tuition	\$ 10,000
Line # 69 – Board of Health Salaries	\$ 9,076
Line # 86 - Short Term Debt/Lease	\$ 33,000
Line # 91 – Group Health and Life	\$ 10,000
Line # 93 - Prop/Liability, Workers Comp Insurance	\$ 4,000

; or take any other action relative thereto.

**Article 2:** The Town voted to increase the amount raised and appropriated in Article 1 of the April 30, 2018 Annual Town Meeting by the sum of **\$32,000** and adjust the following lines by the amounts listed below:

Line # 46 – Inspectional Services Salaries	(\$ 9,076)
Line # 57 – Whittier Assessment	(\$ 25,000)
Line # 61 - Essex-North Shore Tuition	\$ 10,000
Line # 69 – Board of Health Salaries	\$ 9,076
Line # 86 - Short Term Debt/Lease	\$ 33,000
Line # 91 – Group Health and Life	\$ 10,000
Line # 93 - Prop/Liability, Workers Comp Insurance	\$ 4,000

**Hand Vote**

**YES 230**

**NO 1**

**Article Adopted**

A TRUE COPY ATTEST

*Gwendolyn Lay*

GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 3:** To see if the Town will vote to raise and appropriate or transfer a sum of money in the amount of **\$350,000** for the cleanup and testing of the Coastal Metal Site, and fund said appropriation as follows:

Raise and Appropriate	<b>\$ 50,000</b>
Transfer from Overlay Surplus	<b>\$ 300,000</b>

; or take any other action relative thereto.

**Article 3:** The Town voted to raise and appropriate and transfer a sum of money in the amount of **\$350,000** for the cleanup and testing of the Coastal Metal Site, and fund said appropriation as follows:

Raise and Appropriate	<b>\$ 50,000</b>
Transfer from Overlay Surplus	<b>\$ 300,000</b>

**Hand Vote**

**YES 230**

**NO 1**

**Article Adopted**

A TRUE COPY ATTEST

*Gwendolyn Lay*

GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk





Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 4:** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money in the amount of **\$18,000** for the additional costs associated with the replacement of the Town Hall and Senior Center HVAC controls; or take any other action relative thereto.

**Article 4:** The Town voted to raise and appropriate a sum of money in the amount of **\$18,000** for the additional costs associated with the replacement of the Town Hall and Senior Center HVAC controls.

**Hand Vote**

**YES 231**

**NO 1**

**Article Adopted**

A TRUE COPY ATTEST

GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 5:** To see if the Town will vote to increase the amount raised and appropriated in Article 3 of the April 30, 2018 Annual Town Meeting, Wastewater Budget, by the sum \$ 84,500, as follows:

Salaries:	\$	4,500
<u>Expenses:</u>	<u>\$</u>	<u>80,000</u>
<b>Total</b>	<b>\$</b>	<b>84,500</b>

, and that this amount **\$84,500** be raised by departmental receipts; or take any other action relative thereto.

**Article 5:** The Town voted to increase the amount raised and appropriated in Article 3 of the April 30, 2018 Annual Town Meeting, Wastewater Budget, by the sum \$ 84,500, as follows:

Salaries:	\$	4,500
<u>Expenses:</u>	<u>\$</u>	<u>80,000</u>
<b>Total</b>	<b>\$</b>	<b>84,500</b>

, and that this amount **\$84,500** be raised by departmental receipts.

**Hand Vote**

**YES 234**

**NO 1**

**Article Adopted**

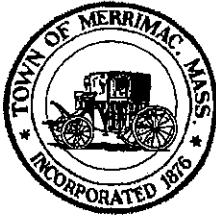
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GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk



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2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 6:** To see if the Town will vote to raise and appropriate or transfer a sum of money in the amount of **\$50,309.86** for the repair and replacement of wells at the Bear Hill Well Fields, and fund said appropriation as follows:

- Transfer **\$5,782.68**, the balance of the completed project from Article 3 of the October 17, 2011 Special Town Meeting, Sargent Pit Well Field Project.
- Transfer **\$24,527.18**, the balance of the completed project from Article 9 of the April 25, 2011 Special Town Meeting, Storage Tank Repairs.
- Transfer **\$20,000** from Water Privilege.

; or take any other action relative thereto.

**Article 6:** The Town vote to transfer a sum of money in the amount of **\$50,309.86** for the repair and replacement of wells at the Bear Hill Well Fields, and fund said appropriation as follows:

- Transfer **\$5,782.68**, the balance of the completed project from Article 3 of the October 17, 2011 Special Town Meeting, Sargent Pit Well Field Project.  
**2/3 Vote Required**
- Transfer **\$24,527.18**, the balance of the completed project from Article 9 of the April 25, 2011 Special Town Meeting, Storage Tank Repairs.  
**2/3 Vote Required**
- Transfer **\$20,000** from Water Privilege.

**Hand Vote; 2/3 vote required**

**YES 233**

**NO 2**

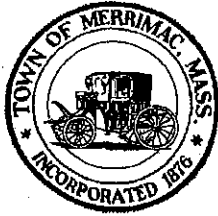
**Article Adopted**

**A TRUE COPY**

A TRUE COPY ATTEST  
*Gwendolyn Lay*  
GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

**ATTEST:**

**Town Clerk**



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 7:** To see if the Town will vote to accept Quail Ridge Road and all associated infrastructure as a public way in the Town of Merrimac, built as to a plan on file at the Office of the Town Clerk; contingent upon the receipt of the Commonwealth of Massachusetts Street Acceptance Form and all departments have signed off; or take any other action relative thereto.

**Article 7:** The Town vote to accept Quail Ridge Road and all associated infrastructure as a public way in the Town of Merrimac, built as to a plan on file at the Office of the Town Clerk; contingent upon the receipt of the Commonwealth of Massachusetts Street Acceptance Form and all departments have signed off.

**Hand Vote**

**Unanimous  
Article Adopted**

A TRUE COPY

A TRUE COPY ATTEST

GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

ATTEST:

Town Clerk



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 8:** To see if the Town will vote accept Poplar Hill Circle and all associated infrastructure as a public way in the Town of Merrimac, built to a plan on file at the Office of the Town Clerk; contingent upon a report from the Building Commissioner and Horsley Witten Group confirming the punch list is complete, that a copy of the Commonwealth of Massachusetts Street Acceptance Form is complete and all departments have signed off; or take any other action relative thereto.

**Article 8:** The Town vote to accept Poplar Hill Circle and all associated infrastructure as a public way in the Town of Merrimac, built to a plan on file at the Office of the Town Clerk; contingent upon a report from the Building Commissioner and Horsley Witten Group confirming the punch list is complete, that a copy of the Commonwealth of Massachusetts Street Acceptance Form is complete and all departments have signed off.

**Hand Vote**

**Unanimous  
Article Adopted**

A TRUE COPY

A TRUE COPY ATTEST  
*Gwendolyn Lay*  
GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

ATTEST:

Town Clerk



Office of the Town Clerk  
2 School Street, Town Hall  
Merrimac, MA 01860

**COPY OF ARTICLE WARRANT**

**Article 9:** To see if the Town will vote to approve an amendment to the Official Zoning Map, by re-zoning the parcels of land located at 6 High Street and Broad Street and an abutting unnumbered parcel of land at High Street shown on Assessor's Map 36 as Lots 2-4 and 2-3.A, respectively, from the Agricultural Residential District to the Highway Services District, as follows, or take any other action in relation thereto:

1. Change the designation of parcels of land known as Assessor's Map 36 Lots 2-4 and 2-3.A, from the Agricultural Residential District to Highway Services District; and
2. Revise the Official Zoning Map to locate Assessor's Map 36 Lots 2-4 and 2-3.A in the Highway Services District.

**2/3 Vote Required**

**Article 9:** The Town voted to table this article.

**Hand Vote**

**YES 231**

**NO 6**

**Article Adopted**

ATRUE COPY ATTEST

*Gwendolyn Lay*  
GWENDOLYN LAY, Town Clerk  
Merrimac, Massachusetts

A TRUE COPY

ATTEST:

Town Clerk

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